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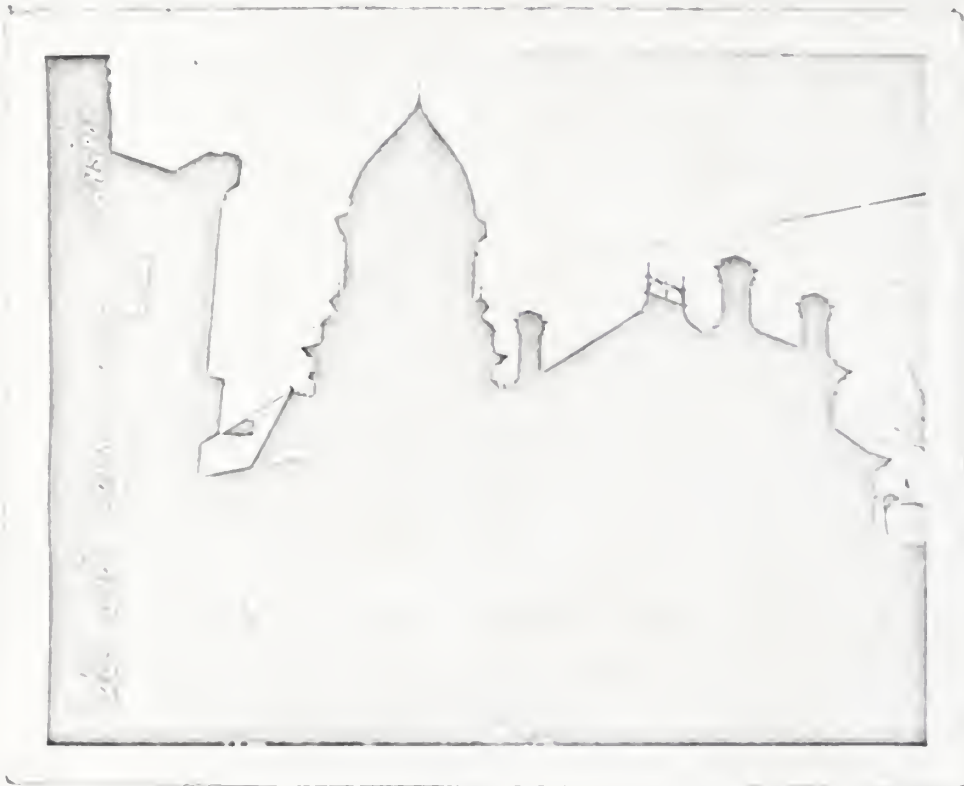


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CASS COUNTY COURTHOUSE

Logansport, Ind.



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will appear here.)

INVENTORY OF THE COUNTY ARCHIVES ✓

OF INDIANA

Prepared by

The Historical Records Survey
Division of Women's and Professional Projects
Works Progress Administration

NO. 9. CASS COUNTY (LOGANSPORT)

W. P. A.

*

Indianapolis, Indiana

The Historical Records Survey

November 1937

PREFACE

1417432

This inventory of Cass County records constitutes a part of a general guide to the county archives of Indiana. It has been prepared by the Historical Records Survey of this state, operating as a separate project under the Works Progress Administration.

The survey of state and local historical records in Indiana was instituted on February 19, 1936, as part of a nation-wide undertaking under the supervision of Dr. Luther H. Evans. Samuel J. Kagan, state archivist of the Indiana History and Archives Division of the State Library was assigned to lead the project as State Director. In the beginning the Survey was closely associated with the Writers' Project. On September 23, 1936, the Historical Records Survey was nominally as well as factually made independent of the Writers' Project. In general, it has from its very inception acted as a separate and independent unit of Federal Project No. 1.

The aim and purpose of the survey of county records in Indiana have been to furnish the officials of the local, state, and national governments, students of history, lawyers, and genealogists, and the general citizenry interested in the county records, with a convenient tool for use in consulting them. It is the object of the Survey to make the valuable source materials that are to be found in the Indiana courthouses and other public buildings, available and more accessible to those who may be in need of them. It is our hope that the information contained in this inventory will arouse greater interest in state and local historical records and will encourage officials to continue the

improvement of methods for the preservation and safekeeping of these records.

The field work of the survey of Cass County was begun on June 2, 1936, under the district supervision of James L. Taylor, later succeeded by Canis E. Brockway. The field workers were Clarence Wilson, of Bringham; and Elmer Largen, Roy Hicks, and William Denton, all of Flora. It was completed on June 30, 1936. Many visits, however, have since been made to the county courthouse to check and recheck the information contained herein, the final recheck having been made in August 1937.

There are ninety-two counties in Indiana. When the survey of county archives is completed a separate volume is to be devoted to each county inventory in the state. Cass County is No. 9.

The inventory proper is preceded by a number of introductory sections to enlighten the reader concerning facts and events forming the background and basis of the records. The entries for the record series are carried in consecutive numbering for the county. The bureaus are arranged in functional order: Governing boards; major administrative offices; judicial offices; and financial, educational, health, engineering, and other groups. Wherever applicable, natural groupings under separate headings are made within the bureau, and the entries are arranged thereunder also according to their functional sequence. A full and extensive index following the inventory will help the reader locate records with a minimum of inconvenience and effort.

The editing of this inventory has been conducted by an editorial staff of some forty men and women, whose labors we

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deeply appreciate and wish to recognize forthwith, captained by Harry A. Rider, editor; John R. Milligan in charge of accession and classifying; Louise Nation in charge of checking; Canis E. Brockway in charge of condensing; Julius Salman, legal adviser; and Howard C. Underwood, historical research editor.

The original survey was made in the field under the direction of the State Director and carefully checked and compiled in the form of this inventory in the State Office. Of the industrious and painstaking devotion to his task of each and every person who had a part in the Survey we are keenly aware, and we regret that we cannot commend by name the services of all who have contributed to the publication of this volume.

The Survey is indebted to county officials; to the State Works Progress Administration; to Kenneth E. Lancet, Acting Director of Women's and Professional Projects, who has rendered the Survey a great personal service in the administering of the project; and to Dr. Christopher B. Coleman, who has taken personal initiative and interest in behalf of the Survey in giving technical advice to the project.

S. J. Kagan, State Director

The Historical Records Survey

FOREWORD

A guide to county and township records in Indiana has long been needed by both local officials and the general public. The Historical Records Survey, a project of the Works Progress Administration, is the first attempt to supply this need. Few more useful fields of employment could have been found than the survey of local and state historical records, even though the work inevitably presented unusual difficulties. The completion of the survey of historical records in Indiana is a source of genuine satisfaction.

We are indebted first of all to the Works Progress Administration for providing for the survey and financing it. The National Director of the project, Dr. Luther H. Evans, assured a fruitful product of the work by ably outlining it and drafting the forms to be used by the field workers so as to insure the greatest completeness with the least likelihood of errors. He and his assistants have done all that was possible for this nation-wide survey. Samuel J. Kagan, State Director of Indiana, deserves great credit for his energy and ability in organizing the office and field forces which have carried out the project. To assemble and organize more than one hundred and fifty persons in a new line of work in which there were very few local precedents, and to complete the preliminary field work of a survey of the county records in all the ninety-two counties, at first, seemed almost impossible of accomplishment.

Foreword

An advisory committee has helped guide the work of the project; though no meetings were held, its members in many instances were a great help. A word of appreciation must be recorded here for the county officials who courteously gave the representatives of the survey access to the records in their offices and cooperated in the making of the survey. Especially is the state indebted to those officials who made possible the photographing of old records for preservation in a central depository.

CHRISTOPHER B. COLEMAN

Director, Indiana Historical Bureau

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Map of Cass County to appear here.

PART A. CASS COUNTY AND ITS RECORDS SYSTEM

1. HISTORICAL SKETCH

Cass County, situated in the north central part of the state, is bounded on the east by Miami County, on the south by Howard and Carroll Counties, on the west by Carroll and White Counties, and on the north by Fulton and Pulaski Counties. It has an area of 516 square miles.

The topography of Cass County is generally level, with occasional high bluffs along the rivers that water and drain the area. The Wabash River flows through the center of the county from east to west, and the Eel River flowing from the northeast, empties into the Wabash at Logansport. Along these rivers and their tributaries is a large area of rich alluvial soil. Lake Cicott, situated in the western part of the county, is about a mile long and a quarter of a mile wide.

Originally the territory comprising the State of Indiana was claimed by several Indian tribes. Of these the most numerous were the Indians belonging to the Miami Confederacy; the Twightwees, Weas, Piankashaws, and Shockeys. In Cass County the lands south of the Wabash River were claimed by the Miami; the territory north of the Wabash was occupied and claimed by the Potawatomi. The Indians along the Ohio and Wabash Rivers were making white settlements in these regions impossible in the year succeeding the American Revolution. They resented the encroachment of the white man on what they considered their territory, and the

resulting violence and depredations directed against the white man were becoming a serious problem. One of several expeditions sent out against the Indians of the upper Wabash valley was under the command of Colonel James Wilkinson. In 1791 the troops under Wilkinson defeated the Indians and burned their village, situated on the north bank of Eel River near the present site of Adamsboro, Cass County. The lands south of the Wabash were ceded to the United States Government by the Indians at the Treaty of St. Marys, October 2-6, 1818; by the Treaty of Mississinewa, signed October 16, 1826, and subsequent treaties, the Potawatomi ceded that land north of the Wabash to the government. After the treaty of 1818 the first lands in the county were surveyed by the government and placed on sale in the fall of 1824 at the Crawfordsville land office.

Alexander Chamberlain made the first land entry within the present limits of Cass County, and became the first permanent settler sometime in the summer or fall of 1826. Originally from Kinderhook, New York, he brought his family from Fort Harrison, Vigo County, and built a two story double log cabin on the south bank of the Wabash River opposite the mouth of Eel River. Shortly after, William Newman built a cabin three miles down the river from the present site of Logansport. The next year Daniel Bell and Hugh McKeen settled at Logansport. Bell, a brother-in-law of John Tipton, the Indian agent, built a cabin just south of the canal and west of Berkley Street. McKeen opened the first store in Cass County, supplying necessities to the few settlers

scattered over a wide area. Another trading post was opened by Antoine Gamdin in the fall of 1827 on the north bank of the Wabash near the western city limits of Logansport. Gamdin and his partner, Richard Chabert, carried on trade with the Indians for a year. The next settler was Joseph Barron, of Fort Wayne, who maintained a trading post near Logansport for ten years. In May 1828 General John Tipton, the Indian agent for the Miami and Potawatomi, moved his agency from Fort Wayne to Logansport.

Cass County was formed by an act of the General Assembly on December 18, 1828, out of territory formerly attached to Carroll County. The legal boundaries of the new county were: "Beginning on the west boundary line of the great Miami reservation at the intersection of the township line, dividing townships twenty-five and twenty-six; thence north three miles, thence west eight miles to the south west corner of section fifteen, township twenty-six, north of range one west; [thence north three miles] thence west three miles to the range line dividing ranges one and two west; thence north to the boundary line of the purchase of 1826; thence east, with said line, about twenty eight miles to the boundary of the five mile reservation, extending from the Wabash to Bel river; thence crossing the Wabash to a point due east of the place of beginning: thence west to the place of beginning." (1)

On February 2, 1832, the boundaries of Cass County were altered by the detachment of an area of about 43 square miles from the eastern portion of the county when Miami County was formed. The same act extended the southern county line southward

into the Miami Reserve, and added 78 square miles of land to the county. "The boundary lines of the county of Cass, shall be altered and amended, so as to begin at the western boundary line of the Great Miami reservation, at the intersection of the township line, dividing townships twenty-four and twenty-five, thence north nine miles, thence east ~~west~~ eight miles, to the south west corner of section number fifteen, in township twenty-six, north of range one west, thence north three miles, thence west three miles to the range line; dividing ranges one and two west; thence north to the boundary line of the purchase of 1826; thence eastwardly with said boundary line, twenty-four miles to the range line, dividing ranges three and four east, thence south with said range line, crossing the "abash, to a point due east of the place of beginning, thence west to place of beginning." (2)

Another strip of land two miles wide was detached from the eastern line of Cass County and added to Miami County on January 2, 1834. The territory attached to Miami was included in the following boundaries: "beginning at the south west corner of the county of Miami, running thence west two miles, thence north with the section lines thirty miles, to the north east corner of section three, in township twenty nine, and in range three, thence east two miles on the line dividing townships twenty-nine and thirty, to the north west corner of the county of Miami."

A strip of land about 66 square miles in size was added to the north line of Cass County by an act of the General Assembly passed February 17, 1838. The boundaries of Cass County now

were: "Beginning on the west side of the great Miami reservation line where the township line, dividing townships twenty-four and twenty-five intersects the same; thence north nine miles to the north east corner of section twenty-three, in township twenty-six north, of range one east; thence west eight miles, to the corner of sections fifteen, sixteen, twenty-one and twenty-two, in township twenty-six, north of range one west; thence north three miles, to the south-east corner of section thirty-three, township twenty-seven, north of range one west; thence west three miles, to the south-west corner of said township twenty-seven north, range one west; thence north twelve miles, to the north-west corner of township twenty-eight north, of range one west; thence on the township line dividing townships twenty-eight and twenty-nine east, twenty-two miles, to the north-east corner of section three, township twenty-eight, north of range three east, that being the western line of Miami county; thence south on the Miami county line, twenty-four miles, to a point in the great Miami reserve, when it is surveyed will be the south-west [southeast] corner of section thirty-four, township [twenty-five] north, of range three east; thence west eleven miles, to the place of beginning." (3)

The first county election was held April 13, 1829, at the Seminary in Logansport. Chauncey Carter, James Smith, and Mosos Thorp were elected commissioners, and William Scott was chosen sheriff.

The commissioners met at the Seminary on May 1, 1829, for

their first session. Cyrus Tabor was appointed treasurer and Hugh B. McKeon was made tax lister. The county was divided into three townships: Eel River, Wabash, and St. Joseph. There are now fourteen townships in Cass County: Adams, Bethlehem, Boone, Clay, Clinton, Deer Creek, Eel, Harrison, Jackson, Jofferson, Miami, Noble, Tipton, and Washington.

The locating commissioners named in the act forming Cass County met at the house of Gillis McBeen in Logansport on August 10, 1829, and selected Logansport for the county seat. The county was named in honor of General Lewis Cass, a resident of Michigan, who negotiated a number of treaties with the Indians opening the lands of Cass and other counties for white settlement.

The Cass County Circuit Court held its first term beginning May 21, 1829, in the seminary building at Logansport before Bethuel F. Morris, presiding judge, and Hiram Todd and John Smith, associate judges.

The first courthouse in the county was a one story brick building of two rooms that stood near the southwest corner of the present courthouse. It was completed in March 1833. Bids on the second courthouse were received June 15, 1839, but it was not until December 1844 that the building was fully completed. This was a stone structure, two stories high and 50 x 70 feet in size. The contract for the present courthouse was awarded June 22, 1887. Front and side wings were added to the courthouse of 1844, thus providing a suitable building to carry on the business of Cass County.

The incorporated cities and towns are Royal Center, Logansport, Galveston, Onward, and Walton. The population of Cass County, according to the 1930 census, was 34,518.

Besides being an agricultural county, Cass has some manufacturing. Fertilizer, limestone, cigars, brooms, and canning are produced in the county as well as fire-fighting apparatus, radiator equipment, and machine parts. The total net value of taxable property in the county for 1935 was \$42,487,660.

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|-------------------------------|-----------------------------------|
| (1) Acts 1828-29, p. 26. | (3) Acts 1833-34, p. 65. |
| (2) Acts 1831-32, pp. 113-14. | (4) Acts 1837-38 (local), p. 256. |

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HELM, Thomas B. History of Cass County, Indiana.

PENCE, GEORGE, AND ARMSTRONG, NELLIE C. Indiana Boundaries: Territory, State, and County. (883 pp. Indianapolis, Ind. Indiana Historical Bureau, 1933.)

1. The first part of the paper discusses the importance of the study and the objectives of the research. It also provides a brief overview of the literature review and the methodology used in the study.

2. The second part of the paper presents the results of the study. It includes a detailed analysis of the data collected and the findings of the research. The results are presented in a clear and concise manner, with appropriate use of tables and figures.

3. The third part of the paper discusses the implications of the study and the conclusions drawn from the research. It also provides a brief overview of the limitations of the study and the areas for future research.

4. The fourth part of the paper provides a summary of the study and the conclusions drawn from the research. It also provides a brief overview of the limitations of the study and the areas for future research.

5. The fifth part of the paper provides a summary of the study and the conclusions drawn from the research. It also provides a brief overview of the limitations of the study and the areas for future research.

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7. The seventh part of the paper provides a summary of the study and the conclusions drawn from the research. It also provides a brief overview of the limitations of the study and the areas for future research.

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9. The ninth part of the paper provides a summary of the study and the conclusions drawn from the research. It also provides a brief overview of the limitations of the study and the areas for future research.

10. The tenth part of the paper provides a summary of the study and the conclusions drawn from the research. It also provides a brief overview of the limitations of the study and the areas for future research.

Chart of Governmental Organization to appear here.

2. GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM

Cass County, with its county seat at Logansport, is a subdivision of the State of Indiana for administrative, judicial, and political purposes. It is a creature of the general assembly and possesses only such powers of local government as are conferred by acts of the general assembly or are incident and necessary to carry out the provisions thereof. Created by the state, the county is subject to legislative control at any time and its powers may be amplified or diminished without its consent.

Cass County was organized by an act of the general assembly, effective April 14, 1829. 1/ The present government, as it functions today, is the result of its development under the original Constitution of 1816, the present Constitution adopted in 1851 and as since amended, and more than a century of legislative action.

The county system of government is an inheritance from England and the American Colonies, whence pioneers in Indiana brought their customs and laws. Its beginnings in Indiana are found in the laws of the Northwest Territory, which recognized the counties already established, and provided for courts and administrative officers, as follows: General court of quarter sessions of the peace, county court of common pleas, 2/ and court of probate, 3/ commissioners, 4/ sheriff, 5/ coroner, 6/ recorder, 7/ treasurer, 8/ and circuit court. 9/ These officers were appointed by either the Governor or the general court of quarter sessions.

The laws of Indiana Territory provided for additional offices: Surveyor, established in 1802; 10/ assessor, established in 1805, 11/

abolished in 1811; 12/ prosecuting attorney, established in 1810; 13/ and county agent, established in 1813 to convey and receive conveyances of public lands. 14/ In 1803 a new county tax levy law repealed the act of 1795 providing for the appointment of commissioners and their powers devolved upon the court of quarter sessions. 15/ In 1805 the court of quarter sessions was abolished and its duties transferred to the court of common pleas. 16/ An act of December 31, 1813 abolished the court of common pleas and the old circuit court, and transferred all matters in its jurisdiction to the new circuit court, consisting of a president judge and, from the county, three associate judges, 17/ and the associate judges were authorized to transact all county business. 18/ In 1804 the office of treasurer was abolished and his duties transferred to the sheriff. 19/ It was reestablished in 1811 20/ and again abolished in 1813 and the sheriff acted as the treasurer. 21/

In the year 1816, Indiana was admitted to the Union and the constitution of that year provided for the election in each county of a clerk of the circuit court, 22/ recorder, 23/ sheriff, and coroner, 24/ All territorial laws, not inconsistent with the constitution, continued in force until they expired or were repealed. 25/

The general assembly, in 1817, established the board of commissioners, to transact county business, consisting of three members, elected by the voters of the county; 26/ provided for a treasurer, appointed by the board of commissioners; 27/ and, in 1818, a surveyor, appointed and commissioned by the Governor of the state. 28/

In 1824, the board of commissioners was abolished, and its functions were conferred upon the justices of the peace of the county, who constituted the board for doing county business, 29/ until the

board of commissioners was reestablished in 1831. 30/

Upon its organization in 1829, the government of Cass County followed the form outlined above. In 1831 the general assembly made the surveyor an appointee of the board of commissioners, 31/ and established the offices of prosecuting attorney 32/ and school commissioner, the latter a financial agent in control of school lands and funds. 33/ Further increases in the number of county agencies were made in 1841 with the addition of auditor, 34/ assessor, 35/ appraiser, 36/ and a board of review, composed of the board of commissioners, auditor, and assessor, to review tax assessments. 37/ Also in 1841, the treasurer became an elective officer. 38/ This system remained the administrative system of Cass County until the Constitution of 1851.

As the state grew, there was much dissatisfaction with the Constitution of 1816, but repeated attempts to change it did not succeed until 1850, when a constitutional convention was called which framed a new constitution. 39/ This constitution was submitted to the qualified voters of the state and adopted in 1851, proclaimed by the Governor to be effective on November 1, 1851, and with amendments, remains the Constitution of Indiana. 40/

The first session of the general assembly after the adoption of the new constitution enacted a general code known as the Revised Statutes of 1852 and, with certain exceptions, 41/ repealed all previous laws, thereby abolishing the assessor and school commissioner, substituting the appraiser for the assessor in the board of review, and dividing the duties of the school commissioner between the auditor and the treasurer. 42/

Each county is a political subdivision of the state and has an individual governmental organization. Although the Constitution of 1851 forbids special legislation, 43/ and the general outline of the organization of county government remains the same, the general assembly has provided the necessary variations to take care of local needs and conditions in the several counties. These variations lie chiefly in the number of officers and courts provided for counties within classifications based upon population. Urban and rural areas obviously cannot be governed by the same number of officers. Each county has the constitutional officers, but the statutory officers vary in number, powers, and duties. The latter officers may be compulsory in all counties, or they may be optional and therefore established in only a few instances; others are authorized in only certain classes of counties, though the class may include only one county.

Indiana stands alone among the states of the Union in having a dual system of county governing boards, 44/ since the establishment in each county of a county council in 1899. 45/ Each county is governed by a board of commissioners and a county council. The duties of these agencies, with technical distinction, are enumerated in their proper places below.

From the beginning of the present century a tendency toward centralization of power in the hands of state authorities has taken from county officials many of their powers and duties and has greatly lessened the scope of those remaining. In older fields of finance, roads, and education, the state's supervision has greatly increased, and the creation of newer state departments such as police, food and

fire inspection, and public welfare, has caused heavy removal of local responsibility and control.

Present Administration of Cass County

The Constitution of 1851 reorganized the governmental structure, enlarging the number of constitutional officers to be elected by the people of the county, as follows: 46/

Clerk of the circuit court, who keeps all the records of the proceedings and business of the circuit court, serves ex officio as registration officer and member of the county election boards, and also performs certain duties of administrative character.

Recorder, who makes and preserves a public record of all legal documents, both official and private, as may be prescribed by law.

Sheriff, who is conservator of the peace, serves summons, and executes orders of the circuit court and county boards.

Coroner, who holds inquests in all cases of death by violence or accident or of suspicious circumstances.

Treasurer, who receives and disburses all county moneys including the collection of taxes, and is ex officio a member of the board of review.

Auditor, who is the financial agent of the county and compiles the county budget estimates, prepares the tax duplicates, and serves as clerk and member of several county boards.

Surveyor, who has charge of all surveying and civil engineering work of the county, including the maintenance of drainage systems. 47/

The constitution empowers the general assembly to provide for

the election or appointment of such other officers as may become necessary, 48/ and to confer on boards doing county business powers of a local, administrative character. 49/ Under this authority the general assembly has from time to time established the following statutory officers and boards:

Board of commissioners, the leading governing body of the county, often called the "county board", reestablished in 1852. It consists of three members elected for terms of three years. The board furnishes and maintains county buildings and grounds, administers the financial transactions of the county, and is responsible for the maintenance of county highways. 50/

County council, another governing body created in 1899 51/ to control the finances of county government. This council consists of seven members, elected for terms of four years. The council has power to fix the tax rate for county purposes and for all purposes where the rate is not fixed by law and is required to be uniform throughout the county, and to adopt the county budget, the exclusive right to make appropriations from the county treasury, and the exclusive power to authorize the borrowing of money and the issuing of bonds. 52/

Superintendent of schools, in 1873, 53/ who has general superintendence of all schools of the county outside of incorporated cities and towns. 54/ Elected by the township trustees, 55/ he is ex officio a member and president of the county board of education. 56/

Board of education, in 1873, 57/ consisting, since an amendment of 1877, of the superintendent of schools, township trustees, and

the chairman of school trustees of each city and town of the county. The board is charged with the maintenance of the schools and school property, and purchases school supplies. 58/

Health commissioner, in 1909, appointed by the board of commissioners to enforce the health laws. 59/

Assessor, in 1891, 60/ who oversees the assessment of real and personal property, 61/ and appraises estates for inheritance taxes. 62/ He is elected by the voters of the county, 63/ and is, ex officio, a member and president of the board of review. 64/

Board of review, in 1891, whose members are the assessor, auditor, and treasurer, 65/ and, by an amendment of 1919, two freeholders of opposite political parties, appointed by the judge of the circuit court. 66/ This board equalizes tax assessments as between townships or other taxing units and between individual property owners. 67/

Board of finance, in 1907, consisting of the board of commissioners, with the auditor as secretary. 68/ This board has the custody of county funds and selects the depositories. 69/

Agricultural agent, in 1913, who, under the supervision of Purdue University, conducts farmers' institutes and other movements for the advancement of agriculture and country life. He is appointed by the director of agricultural extension service of Purdue University, subject to the approval of the state board known as the county agricultural agent board. 70/

Highway supervisor, in 1933, who supervises, under the direction of the board of commissioners, the repair and maintenance of all county highways. The board of commissioners makes the appointment and may appoint the surveyor as highway supervisor. 71/ The board

of commissioners of Cass County has appointed an extra officer as highway supervisor.

Board of tax adjustment, in 1932, consisting of seven members 72/ who, by an amendment of 1937, are: One member of the county council, chosen by the council; the mayor of the largest city in the county or any public official of any city in the county, appointed by the mayor of the largest city of the county; one member of the county board of education, selected by such board; and four freeholders appointed by the judge of the circuit court. The board examines the tax levy and the corresponding items of the budget, and adjusts the tax rate so that it shall not exceed, in any municipal corporation, the total tax rate proscribed by law. 73/

School fund board, in 1935, consisting of three members--the auditor and the clerk of the circuit court, ex officio, and one member appointed by the judge of the circuit court. The board approves all loans from the common school and the congressional township school funds. 74/

Department of public welfare, in 1936, 75/ comprising the board of public welfare, consisting of five members appointed by the judge of the circuit court, and the director of public welfare, appointed by the board. 76/ The department administers the provisions and benefits of the public welfare act. 77/

Registration officer, in 1933, who is the clerk of the circuit court, ex officio. He conducts the registration of voters. 78/

Board of election commissioners, in 1889, consisting of the clerk of the circuit court and two persons appointed by him, of opposite political parties. The board prepares, prints, and dis-

tributes ballots for general elections. 79/

Board of canvassers, in 1905, consisting of the election commissioners. 80/ The board canvassers, tabulates, and compiles the election returns of the county 81/ and certifies the candidates elected. 82/

Board of primary election commissioners, in 1915, consisting of the clerk of the circuit court and two persons appointed by him, of opposite political parties. The board prepares, prints, and distributes ballots for primary elections. 83/

Judicial

The judicial system of Cass County, as of other Indiana counties, is prescribed by the constitution and subsequent acts of the general assembly. The constitution authorized and directed that the state be divided into judicial circuits. 84/ Cass County constitutes the twenty-ninth circuit, established in 1881. 85/ Previously, it was part of a judicial circuit to which adjoining counties were attached. The constitution further provides for the election of a judge 86/ and a prosecuting attorney for the circuit, 87/ and a clerk of the circuit court. 88/ The Cass Circuit Court has original exclusive jurisdiction in all cases, criminal, civil, probate, and juvenile, except where exclusive or concurrent jurisdiction is conferred by law upon justices of the peace, and such appellate jurisdiction as is conferred by law. It also has jurisdiction of all other causes, matters, and proceedings where exclusive jurisdiction thereof is not conferred by law upon some other court or office. 89/

Records System

The records of Cass County began with its creation in 1830. The establishment of each of the county offices and bureaus inaugurated their records which were kept in such fashion as the incumbents saw fit, following in the main the directions of the general assembly under the provisions for each respective office. In 1909, the general assembly established the state board of accounts, which formulates, prescribes, and installs systems of accounting and reporting which are uniform for every public office of the same class. 90/ Under this law some of the records were combined to eliminate separation, duplication, and overlapping. The board also permits the use of bound loose-leaf records in almost all cases where the records are typed. The quality of the paper and ink and the binding and rebinding practices are left to the judgment of the board of commissioners, except that a good quality is required.

Whenever it may be necessary for the preservation of the records of any office, it is the duty of the board of commissioners to issue an order directing the officer in charge to copy and transcribe the records. 91/

In event of the loss or destruction, in whole or in part, of any of the county records, the board of commissioners shall send a certified list of such records furnished by the state to the Governor, who shall replace them, and such records compiled in the county shall be restored, if possible, from original documents by the proper officer. If impossible, new records shall be made by

evidence taken from parties having knowledge of the facts concerned, by either the proper officer or a commissioner appointed by the board of commissioners for that purpose. 92/

In 1925 a law was passed permitting county officials, at their discretion, to turn over to the archives division of the state library for permanent preservation, any official books, records, documents, original papers, newspaper files, or printed books and material not in current use in their offices. 93/ This law is optional and has been ineffectual. County officials are loath to part with records, even when no longer in use and in spite of lack of storage space, anticipating a possible call for them. Consequently, they have only occasionally availed themselves of this provision for permanent preservation of their old records.

The recorder and other county officers, by an act of 1927, are authorized to record deeds, mortgages, and other instruments by any approved photographic process adopted by the board of commissioners. 94/

In 1937, the general assembly authorized the director of the state library, at his discretion, to make a copy, by photography or in any other way, of any official book, record, document, original paper, newspaper, or printed book or material in any county, city, or other public office, for preservation in the state archives. All public officials must permit copies to be made of the books, records, documents, and papers in their respective offices. 95/

1/ Acts 1828-29, pp. 26, 28.

2/ Laws, N. W. Terr., Acts 1788, ch. 2, pp. 4, 7.

3/ Ibid., ch. 3.

- 4/ Ibid., Acts 1795, p. 201, secs. 1-2.
- 5/ Ibid., Acts 1788, ch. 2, p. 8.
- 6/ Ibid., Acts 1788, ch. 9, p. 24.
- 7/ Ibid., Acts 1795, p. 197, sec. 1.
- 8/ Ibid., Acts 1792, ch. 2, sec. 6.
- 9/ Ibid., Acts 1795, pp. 156-57, sec. 9.
- 10/ Laws, Ind. Terr., Acts 1802, ch. 25, sec. 1.
- 11/ Ibid., Acts 1805, ch. 32, sec. 1.
- 12/ Ibid., Acts 1811, ch. 35, sec. 17.
- 13/ Ibid., Acts 1810, ch. 10, sec. 5.
- 14/ Ibid., Acts 1813, ch. 10, sec. 2.
- 15/ Ibid., Acts 1803, ch. 7, secs. 9-12, 14, 17, 20, 23.
- 16/ Ibid., Acts 1805, ch. 19, sec. 1.
- 17/ Ibid., Acts 1813-14, ch. 29, secs. 1-4.
- 18/ Ibid., Acts 1813-14, ch. 29, sec. 2. Acts 1814, ch. 14,
sec. 3.
- 19/ Ibid., Acts 1803, ch. 7, sec. 22.
- 20/ Ibid., Acts 1811, ch. 37, sec. 4.
- 21/ Ibid., Acts 1813, ch. 8, secs. 25-26.
- 22/ Const. 1816, art. 5, sec. 8.
- 23/ Ibid., art. 11, sec. 10.
- 24/ Ibid., art. 4, sec. 25.
- 25/ Const. 1816, art. 12, sec. 4.
- 26/ Acts 1816-17, ch. 15, sec. 1.
- 27/ Ibid., ch. 17, secs. 1-2.
- 28/ Acts 1817-18, ch. 30, sec. 1.
- 29/ Rev. Laws 1824, ch. 15, secs. 1, 11, 16-17.
- 30/ Rev. Laws 1831, ch. 20, secs. 1, 12, 14.
- 31/ Ibid., ch. 102, sec. 1.
- 32/ Ibid., ch. 10, sec. 1.
- 33/ Ibid., ch. 86, sec. 6.
- 34/ Acts 1841, ch. 2, sec. 1.
- 35/ Ibid., ch. 3, sec. 1.
- 36/ Ibid., ch. 1, sec. 1.
- 37/ Ibid., ch. 1, sec. 18.
- 38/ Ibid., ch. 4, sec. 1.
- 39/ Acts 1850, ch. 21, sec. 9.
- 40/ Kettleborough, Charles. Constitution Making in Indiana.
Vol. 1. p. 222.
- 41/ Laws dealing with twenty subjects were excepted from the
repeal, but they did not affect the governmental organization of
the county.
- 42/ 1 Rev. Stat. 1852, ch. 35, sec. 2; ch. 92, sec. 1; ch. 98,
sec. 133.
- 43/ Const., art. 4, sec. 22.
- 44/ Snider, Clyde Frank. County and Township Government in
Indiana. P. 4.
- 45/ Acts 1899; Burns 26-501; Baldwin 5365.
- 46/ Const., art. 6, sec. 2.
- 47/ For citations, see the legal status essays of these offices
in Part B. of this inventory.
- 48/ Const., art. 6, sec. 3.

- 49/ Const., art. 6, sec. 10.
50/ 1 Rev. Stat. 1852, Acts 1929; Burns 26-601; Baldwin 5215.
1 Rev. Stat. 1852, Acts 1935; Burns, 1937 suppl., 26-620; Baldwin, 1935 suppl., 5236. Acts 1919; Burns 36-301; Baldwin 8859.
51/ Acts 1899; Burns 26-601; Baldwin 5265.
52/ Acts 1899; Burns 26-515, 26-520; Baldwin 5379, 5384. Acts 1899, 1921, 1929; Burns 26-532; Baldwin 5396.
53/ Acts 1873, ch. 25, sec. 2.
54/ Acts 1899; Burns 28-704; Baldwin 5938.
55/ Acts 1899, 1911, 1923; Burns 28-702; Baldwin 5931.
56/ Acts 1873, 1877; Burns 28-301; Baldwin 5983.
57/ Acts 1873, ch. 25, sec. 3.
58/ Acts 1873, 1877; Burns 28-301; Baldwin 5983.
59/ Acts 1891, 1909; Burns 35-108, 35-111; Baldwin 8402, 8405.
60/ Acts 1891, ch. 99, sec. 112.
61/ Acts 1919; Burns 64-1102; Baldwin 15698.
62/ Acts 1931, 1933; Burns 6-2408; Baldwin 15946.
63/ Acts 1919, 1921; Burns 64-1101; Baldwin 15696.
64/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 15700.
65/ Acts 1891, ch. 99, sec. 114.
66/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 15700.
67/ Acts 1919; Burns 64-1205; Baldwin 15704.
68/ Acts 1907, ch. 222, sec. 6, Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 13844-50.
69/ Acts 1937; Burns, 1937 suppl., 61-636; Baldwin, 1937 suppl., 13844-57.
70/ Acts 1913, 1923, 1927, 1937; Burns, 1937 suppl., 26-4911; Baldwin, 1937 suppl., 6457.
71/ Acts 1933; Burns 36-1101, 36-1110; Baldwin 8699, 8708.
72/ Acts 1932 (Spec. Sess.), ch. 10, sec. 4.
73/ Acts 1937; Burns, 1937 suppl., 64-310, 64-311; Baldwin, 1937 suppl., 15897-4, 15897-5.
74/ Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin, 1935 suppl., 6558.
75/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1117; Baldwin, 1937 suppl., 14078-18.
76/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1118, 52-1119; Baldwin, 1937 suppl., 14078-19, 14078-20.
77/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1120; Baldwin, 1937 suppl., 14078-21.
78/ Acts 1933, 1935; Burns, 1937 suppl., 29-306; Baldwin, 1935 suppl., 7304.
79/ Acts 1889; Burns 29-1002; Baldwin 7109.
80/ Acts 1905, 1927; Burns 29-1401; Baldwin 7377.
81/ Acts 1905; Burns 29-1401; Baldwin 7380.
82/ Acts 1905; Burns 29-1405; Baldwin 7381.
83/ Acts 1915, 1917; Burns 29-504; Baldwin 7197.
84/ Const., art. 7, sec. 9.
85/ Acts 1881; Burns 4-332; Baldwin, 1935 suppl., 1415-1.
86/ Const., art. 7, sec. 9. Acts 1881 (Spec. Sess.); Burns 4-301; Baldwin 1395.
87/ Const., art. 7, sec. 11. 2 Rev. Stat. 1852; Burns 49-2501; Baldwin 5456.

88/ Const., art. 6, sec. 2. 2 Rev. Stat. 1852; Burns 49-2701; Baldwin 1427.

89/ Const., art. 7, sec. 8. Acts 1881 (Spec. Sess.); Burns 4-303; Baldwin 1397.

90/ Acts 1909; Burns 60-202, 60-224; Baldwin 13855, 13875.

91/ Acts 1877; Burns 26-634; Baldwin 5339.

92/ 2 Rev. Stat. 1852, Acts 1865; Burns 57-101 to 57-124; Baldwin 1168 to 1191. Acts 1881; Burns 57-208 to 57-210; Baldwin 1165 to 1167. Acts 1893; Burns 57-125, 57-211 to 57-214; Baldwin 1197, 1192 to 1195.

93/ Acts 1925, 1937; Burns, 1937 suppl., 63-830; Baldwin, 1937 suppl., 10287.

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Floor plans of first floor to appear here.

HOUSING, CARE, AND ACCESSIBILITY OF THE RECORDS

The courthouse of Cass County stands on a public square in Logansport. A two-story brick and stone structure, it was built in 1840 and added to in 1888, the present front section of the building being constructed in the latter year. As it stands today, the building is T-shaped; the addition forming the top of the T faces the east. It is 120' at its greatest length (north to south), 110' at its greatest width, and 60' in height. The basement contains the agricultural agent's office and two storage rooms for records; the first floor, the offices of the board of commissioners, the clerk, the recorder, the sheriff, the treasurer, the auditor, the surveyor, and the highway supervisor; and the second floor, the circuit courtroom, and the offices of the assessor, the superintendent of schools, and the department of public welfare.

Board of Commissioners

The office of the board of commissioners is located at the rear of the auditor's office on the southeast corner of the first floor. Measuring 19' by 18' by 12', it has a tile floor, plastered walls, and a steel ceiling, and is well lighted and well ventilated. Forty-two feet of volumes, 65' of unbound records lying loose on the shelving, and 12' of maps, comprising portions of the records of the county council and the department of public welfare, and all the records of the board of review,

Floor plans of second floor to appear here.

as well as 1% of the records of the board of commissioners, are in this room. Satisfactory accommodations are provided for users. Eight per cent of the records of the board of commissioners records are in the auditor's office, 1% in his workroom, 39% in his vault, less than 1% in the offices of the surveyor and highway supervisor, 26% in the east storage room, and 25% in the west storage room.

County Council

Thirty-three per cent of the records of the county council are in the commissioner's office and 67% in the auditor's vault.

Clerk of the Circuit Court

The clerk's office and vault, on the north side of the first floor are, 20' by 17' by 12' and 32' by 17' by 10', respectively. Both are well lighted and well ventilated; the office has a tile floor, plastered walls, and a steel ceiling, while the vault has a concrete floor and plastered walls and ceiling. In the office are 34' of volumes on a counter and a table. Space is available here for the installation of shelving. In the vault are 1715' of volumes and 955' of unbound records in file boxes 14" deep, wholly occupying the present shelving. No space can be obtained for additional shelving. Users of the records are well accommodated in both rooms. Three per cent of the clerk's records are in the office, 91%

Floor plans of basement to appear here.

in the vault, and 6% in the west storage room.

Recorder

The recorder occupies an office and vault, at the northwest corner of the first floor, adjoining the office and vault of the clerk. The office is 26' by 18' by 12', and has a tile floor, plastered walls, and a plastered ceiling; whereas the vault is 17' by 15' by 12' and has a concrete floor, plastered walls, and a steel ceiling. Steel shelving in this office carries 24' of volumes and 75' of unbound records in file boxes; 21' of unbound records are kept in file drawers. The vault is equipped with 845' of shelving, on which are 754' of volumes. Both rooms are well lighted and well ventilated, and both provide adequate accommodations for users of the records, 16% of which are housed in the office, 75% ^{of} the vault, and 9% in the west storage room. One volume of the recorder's records is kept in the clerk's office.

Circuit Court

The circuit courtroom, 53' by 46' by 16', occupies the entire second floor of the west wing. It has a wooden floor covered with linoleum, plastered walls, and a plastered ceiling, and is well lighted and well ventilated. Eleven feet of volumes and 100' of unbound records in file boxes 8" deep are housed on wooden shelving, about one quarter of which is unoccupied. Twenty per cent of the records of the circuit court

are here. One per cent are in the clerk's office, 77% in the clerk's vault, and 2% in the west storage room.

Sheriff

The sheriff's office, in the west wing on the north side of the first floor, houses 74% of the records of that official. This office, a well lighted, well ventilated room, 17' by 15' by 10', has a linoleum covered wooden floor and plastered walls and ceiling. Fifty-one feet of volumes on wooden shelving and 13' of unbound records in file drawers are housed here. No further equipment, either for the records or for their users, is necessary. Five per cent of the sheriff's records are in his office in the jail; 2% are in the clerk's vault; and the remainder--19%-- is in the west storage room. [No details on the jail office are at present available.]

Coroner

The coroner's office is located at present in the professional office of the incumbent, Dr. M. B. Stewart, in the Busjhan Building, 308 Fourth Street, Logansport. Three feet of bound volumes-- 67% of the coroner's records--are arranged on shelving. The other 33% are in the clerk's vault.

Assessor

The assessor's office, measuring 19' by 16' by 20', lies at the southeast corner of the second floor. Well lighted and

and well ventilated, it has a wooden floor and plastered walls and ceiling. Fifty-five feet of volumes and 20' of unbound records are housed on wooden shelving, leaving ample space for future records without additional shelving. Adequate accommodations are provided for users of the records. Sixty-five per cent of the assessor's records are housed here, 25% in the auditor's office, and 10% in the west storage room.

Board of Review

All the records of the board of review are in the commissioner's office.

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Board of Finance

Sixty-nine per cent of the records of the board of finance are in the auditor's office and 31% in the auditor's vault.

School Fund Board

All the records of the school fund board are in the auditor's office.

Treasurer

The treasurer's office, on the south side of the first floor, is 36' by 17' by 12'. It has a tile floor, plastered walls, and a steel ceiling, and is well lighted and well ventilated. On steel shelving are 36' of volumes and 38' of

unbound records in file boxes 24" deep; approximately 24' of shelving are unoccupied. The vault, adjoining the office, is 16' by 12' by 11'; and has a concrete floor, plastered walls, and a plastered ceiling. Here, 255' of volumes and 125' of unbound records in file boxes 12" deep are kept. As in the office, ample space is available on the present shelving for expansion of the records. Both office and vault provide suitable accommodations for users. In the office are 4% of the treasurer's records; in the vault, 21%; in the auditor's office and vault, less than 1%; in the east storage room, 17%; and in the west storage room, 58%.

Auditor

The auditor has three rooms--an office, a workroom, and a vault--at the southeast corner of the first floor. The office, measuring 22' by 18' by 12', has a tile floor, plastered walls, and a steel ceiling; the workroom, whose dimensions are 17' by 11' by 12', has a wooden floor, plastered walls, and a steel ceiling; and the vault, which measures 18' by 16' by 12', has a concrete floor, plastered walls, and a plastered ceiling. Sixty-one feet of bound volumes and 85' of unbound records in file boxes 13" deep are housed in the office on shelving, on which ample space is left for future records. The workroom is equipped with 69' of shelving, completely occupied by 33' of volumes and 36' of unbound records in file boxes 13" deep. No space is available here for more shelving. The vault

contains 873' of shelving, housing 858' of volumes; 15' of unbound records are kept in filing cabinets. The auditor's records are distributed as follows: 3% in his office; 3% in his workroom; 43% in his vault; 43% in the east storage room; and 7% in the west storage room.

Registration Officer

Eighty-seven per cent of the records of the registration officer are in the clerk's vault and 13% in the east storage room.

Board of Primary Election Commissioners

Eighty-eight per cent of the records of the board of primary election commissioners are in the clerk's vault and 12% in the east storage room.

Board of Canvassers

All the records of the board of canvassers are in the clerk's vault.

Board of Election Commissioners

Eighty-seven per cent of the records of the board of election commissioners are in the clerk's vault and 13% in the east storage room.

Superintendent of Schools

The office of the superintendent of schools, a well lighted, well ventilated room, 20' by 17' by 20', lies on the east side of the second floor, above the main entrance. In this room, which has a wooden floor, plastered walls, and a plastered ceiling, 18' of bound and 32' of unbound records--96% of the records of the superintendent of schools--are kept. Additional shelving will be necessary for expansion of the records. Good accommodations are provided here for users of the records, the ^{other} 4% of which are in the auditor's office.

Health Commissioner

The health commissioner's office is located at present in the residence of the incumbent, Dr. E. A. Spohn, in Walton. Three feet of bound volumes--61% of the health commissioner's records--are stacked on the floor of the office.

Twelve per cent of the records are in the county nurse's office in the basement of the courthouse. Having dimensions of 12' by 4' by 8', the office is in good condition, and is well lighted and well ventilated; it has a wooden floor and plastered walls and ceiling. Five feet of unbound records in file boxes 27" deep occupy the wooden shelving, but ample space can be obtained for more shelving, when needed. Twenty-four per cent of the health commissioner's records are in the clerk's vault and 3% in the east storage room.

Department of Public Welfare

An office at the northwest corner of the second floor is occupied by the department of public welfare. Measuring 19' by 11' by 17', it has a wooden floor, plastered walls, and a plastered ceiling, and is well lighted and well ventilated. One foot of volumes lies on a desk. Of the records of the department of public welfare, 72% are in this office, and 14% each are in the commissioner's and auditor's offices.

Surveyor

A well lighted, well ventilated office on the first floor of the west wing, is occupied by the surveyor. The office, 22' by 17' by 10', has a wooden floor, plastered walls, and a plastered ceiling. Its 132' of shelving carry 128' of volumes and 4' of unbound records in file boxes of various depths; space, however, can be obtained for more shelving. Fifty-nine per cent of the surveyor's records are in this room, which furnishes users of the records with adequate accommodations, and the other 41% in the highway supervisor's office. Small quantities of the surveyor's records--totaling less than 1%--are in the vaults of the recorder and the treasurer.

Highway Supervisor

Adjoining the surveyor's office to the east, the highway supervisor's office, 19' by 17' by 10', is similar to it

in most respects. In this room are 27' of volumes and 22' of unbound records in file boxes 14" deep. These, comprising 55% of the highway supervisor's records and portions of the records of the board of commissioners and the surveyor, are housed on steel shelving. Persons consulting the records are furnished with satisfactory accommodations here. The remainder of the records are in the storage rooms--3% in the east storage room, and 42% in the west.

Agricultural Agent

The agricultural agent's office, located on the east side of the basement, is 20' by 18' by 6'. It has a wooden floor, plastered walls, and a plastered ceiling, and its lighting and ventilation are good. In filing cabinets are 52' of unbound records, which comprise all the records of the agricultural agent. The present equipment is satisfactory for the housing of the records and for the accommodation of their users.

Storage Rooms

In the basement are two rooms used for the storage of old records of practically all the county offices. These rooms occupy what were, in the original courthouse, jail cells--both lie on the north side of the west wing--and are designated as the east and west storage rooms. They have concrete floors, stone walls, and brick ceilings; these are in good condition, but their ventilation is poor, and no accommodations

are provided for users of the records. Their lighting, however, is satisfactory. The shelving in both rooms is crowded--the east storage room contains 320' of volumes and 300' of unbound records; the west storage room, 540' of volumes and 7' of unbound records--and no space can be obtained in either room for more. Records of the county offices are housed in these rooms in the indicated percentages. In the east storage room: board of commissioners, 26%; treasurer, 17%; auditor, 43%; registration officer, 13%; board of primary election commissioners, 12%; board of election commissioners, 13%; health commissioner, 3%; and highway supervisor, 3%. In the west storage room: board of commissioners, 25%; clerk, 6%; recorder, 9%; circuit court, 2%; sheriff, 19%; assessor, 10%; treasurer, 58%; auditor, 7%; and highway supervisor, 42%.

4. LIST OF ABBREVIATIONS, SYMBOLS, AND EXPLANATORY NOTES

The Style Manual of the United States Government Printing Office is the authority followed herein.

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| Acts | <u>Session</u> Laws of the State of Indiana (commonly referred to by binder's title, Acts). |
| agr. agt. | agricultural agent, agricultural agent's |
| alph. | alphabetical, alphabetically |
| arr. | arranged |
| art. | article |
| assr. | assessor, assessor's |
| aud. | auditor, auditor's |
| Baldwin | BALDWIN, WILLIAM EDWARD, editor. Baldwin's Indiana Statutes Annotated 1934, complete in one volume, containing all general laws to January 1, 1934 together with annotations from decisions of the supreme and appellate courts. (Cleveland, Ohio. Banks-Baldwin Law Publishing Co., <u>1934</u> .) With supplements May 1935 and May 1937. (The year is given in references only in citations to supplements. Numbers refer to sections which run in one continuous, consecutive series.) |
| bdl. | bundle |
| Bldg. | Building |
| bsmt. | basement |
| Burns | BURNS, HARRISON, editor. Annotated Indiana Statutes containing all acts of a general and public nature in force September 1, 1933. (12 vols. Indianapolis, Ind. The Bobbs- Merrill Company, <u>1933</u> , <u>1934</u> , <u>1935</u> , <u>1937</u> .) With supplement 1937 in pocket in cover of each volume. (The year is given in references only in citations to supplements. Numbers refer to sections which run in one continuous, consecutive series as explained in Burns i:iii-iv.) |

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| c | copyright (before date) |
| C. C. | County Courthouse |
| ch. | chapter |
| chron. | chronological, chronologically |
| clk. | clerk, clerk's |
| Const. | Constitution of Indiana (refers to present constitution unless date follows) |
| hdw. | handwritten |
| hlth. comr. | health commissioner, health commissioner's |
| <u>ibid.</u> | ibidem (same reference as that immediately foregoing) |
| Indi | Indiana: Indiana Reports (when preceded by the volume number, reference is to the official state court reports). |
| Laws Ind. Terr. | Laws of Indiana Territory, The: 1801-1809. |
| Laws N. W. Terr. | Laws of the Northwest Territory, The: 1788-1800. |
| mi. | mile |
| no., nos. | number, numbers |
| off. | office |
| p., pp. | page, pages |
| pros. atty. | prosecuting attorney, prosecuting attorney's |
| pt. | part |
| publ. wfr. | public welfare |
| pvt. | private |
| rec. | record |
| recr. | recorder, recorder's |
| Rev. Laws | Revised Laws of Indiana |
| Rev. Stat. | Revised Statutes of Indiana |

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|-------------|--|
| rm. | room |
| sec. | section |
| shf. | sheriff, sheriff's |
| spo. sess. | special session |
| stat. | statutes |
| stg. | storage |
| suppl. | supplement |
| sur. | surveyor, surveyor's |
| supt. | superintendent, superintendent's |
| tr. | treasurer, treasurer's |
| twp. | township |
| U. S. | United States |
| vol., vols. | volume, volumes |
| -- | current |
| ' | foot, feet |
| " | inch, inches (omitted after dimensions in entries) |
| x | by |

Other abbreviations in common use are occasionally used.

Explanatory Notes

The inventory of the records of each bureau is preceded by an essay explaining its legal status and functions. As a comparative basis for the dates of the records, the inception date of each office may be taken as either the date of the organization of the county or, if the office was established later, the year of the act inaugurating it.

Entries are grouped under an outline classification, using headings and subheadings according to relative functions. Every entry has two parts of paragraphs: Title and description. Occasionally an entry may have a third (cross-reference) paragraph.

I. The title paragraph consists of:

Entry number. The entries are numbered consecutively.

Exact title in (capitals and small capitals) as it appears on the record. Titles enclosed in brackets are supplied by The Historical Records Survey, if the volume or file bears no title. Supplementary titles (in capitals and lower-case letters), enclosed in brackets, are also supplied where it is necessary to explain the types of records more fully, or where the exact title borne by the record is incorrect or misleading.

Dates of the period covered by the record, showing inclusive beginning and ending dates by years only. In a divided year, the month and day are given unless unascertainable. A dash in place of any ending date denotes a continuous open record.

Quantity.

Markings, if a series or a part of a series. Where the entry consists of one unit, marked 1, the marking is omitted; if otherwise marked, except by dates, marking is given. If the marking is inconsistent or confusing, the notation "labeling varies" or "numbering varies" follows the quantity.

Missing volumes.

Subtitles or variations in title.

II. The description consists of:

A complete description of the record, the contents, and its purpose, with a resume of the column headings or subjects treated.

Method of arrangement or indexing, if any.

Nature of recording. Modern records are almost exclusively in printed form, filled in by hand or typewriter as stated in entry.

Condition. If good or excellent, it is omitted.

Number of pages averaged for a series.

Size, in the order of height, width, and depth, averaged for a series, is given in inches; hence the inch sign is omitted.

Location. The place of custody (the room in which the records are located) is given in the entry, and refers to the courthouse unless another building ~~is~~ building is specified.

III. Cross-reference are made to other entries:

For records which have related functions.

For records having earlier or later recordings under a different title or type of record.

For records on which supplementary information may be found in other entries.

Whenever an entry contains more than one type of record, all the data are given in a master entry under the actual title or under a complete title, if supplied, with reference to subordinate entries for each part. The subordinate entries consist of title, dates, and description only.

PART B. COUNTY OFFICES AND THEIR RECORDS

I. BOARD OF COMMISSIONERS

The board of commissioners is a statutory body comprising three members 1/ elected for terms of three years. The county is divided into three districts from each of which one member is elected by the electorate of the entire county. 2/ Terms are so arranged that no two members take office in the same year. 3/

Cass County has had a board for doing county business since 1829, the date of its organization. For the first two years it was composed of five justices of the peace under the authority of an act of 1824 which constituted a board of justices of the peace the board for doing county business 4/ and conferred upon it the powers and duties originally conferred upon the board of commissioners of the several counties by an act of 1817. 5/ An act of 1831 established the board of commissioners consisting of three elective members 6/ in its present form, and the revised statutes of 1852 confirmed it. 7/

The board is the administrative agency of the county and exercises all powers for the transaction of county business conferred by law. 8/ In 1899 the fiscal powers were vested exclusively in the county council, which was then created. 9/

The board of commissioners is a body corporate and politic by the name and style of "The Board of Commissioners of the County of Cass", and as such, and in such name, may sue and be sued, possessing duties, rights, and powers incident to corporations. 10/ It meets in regular sessions beginning on the

first Monday of every month 11/ and in special sessions called for specifically stated business by the auditor, its clerk ex officio, 12/ or, in case of death or disqualification, by the clerk of the circuit court or recorder, respectively. 13/ Any two members constitute a quorum to do business. 14/

Its principal functions are: Control of county property, allowance of claims against the county, auditing accounts of all officers handling county money, 15/ and exercise of the right of eminent domain. 16/ Other powers, in specific instances, have been conferred upon the board by the legislature: Letting of contracts for county buildings; 17/ purchase of materials and supplies; 18/ supervision of maintenance of roads, bridges, and culverts; 19/ preparation of the annual budget estimates; 20/ abolition or change of township or precinct boundary lines; 21/ establishment and maintenance of libraries 22/ and hospitals; 23/ authorization of payment of bounties; offering of rewards; 24/ and authorization of subscription to and preservation of public newspapers printed in the county. 25/

Besides its administrative functions, the board sits as a court in the trial of causes concerning county business. For the transaction of business it adopts its own regulations, but for court sessions it must comply, so far as practicable, with the rules for conducting business in the circuit court. 26/ Appeals from its decisions can be taken to the circuit court pursuant to statute. 27/

The commissioners, by virtue of their office, were constituted a board of turnpike directors by an act of 1879, for the management

and control of all free turnpikes in the county. Each director had personal supervision of his district. The powers of the board were to appoint suitable persons to supervise the work of repairs, contract for labor materials, and enter upon lands to take gravel, giving certificates in payment. The board appointed its clerk, 28/ until an act of 1905 made the auditor ex officio the clerk. 29/ This board was abolished in 1913, and the highways were placed in charge of a superintendent of highways appointed by the commissioners. 30/ This office was likewise abolished twenty years later. The supervision of highways became a duty of the surveyor, 31/ unless the commissioners appoint a highway supervisor. 32/

The auditor, as clerk of the board of commissioners, attends its meetings, keeps a record of the proceedings, and preserves all the books and papers touching the business of the county in his office. 33/

All the records are located in the courthouse.

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- 1/ 1 Rev. Stat. 1852, Acts 1929; Burns 26-601; Baldwin 5215.
 - 2/ 1 Rev. Stat. 1852; Burns 26-602; Baldwin 5216.
 - 3/ Acts 1885; Burns 26-604; Baldwin 5218.
 - 4/ Rev. Laws 1824, ch. 15, secs. 1, 11, 16-17.
 - 5/ Acts 1817, ch. 15, sec. 1.
 - 6/ Rev. Laws 1831, ch. 20, sec. 1.
 - 7/ 1 Rev. Stat. 1852, ch. 20, sec. 1.
 - 8/ Acts 1817, ch. 15, sec. 1, Const., art. 6, sec. 10, 1 Rev. Stat. 1852, ch. 20, sec. 13.
 - 9/ Acts 1899; Burns 26-501, 26-515; Baldwin 5365, 5379, Acts 1899, 1921, 1929; Burns 26-532; Baldwin 5396.
 - 10/ 1 Rev. Stat. 1852; Burns 26-606; Baldwin 5220.
 - 11/ Acts 1899; Burns 26-550; Baldwin 5221.
 - 12/ 1 Rev. Stat. 1852; Burns 49-3004; Baldwin 5416, Acts 1899; Burns 26-610; Baldwin 5223.
 - 13/ Acts 1863; Burns 26-607; Baldwin 5222.

- 14/ 1 Rev. Stat. 1852, Acts 1929; Burns 26-601; Baldwin 5215.
 15/ 1 Rev. Stat. 1852, Acts 1935; Burns, 1937 suppl., 26-620; Baldwin, 1935 suppl., 5236.
 16/ Acts 1899; Burns 26-2101 to 26-2106; Baldwin 5109 to 5114. Acts 1919; Burns 36-303; Baldwin 8861. Acts 1935; Burns, 1937 suppl., 36-711; Baldwin, 1935 suppl., 8861-1. Acts 1937; Burns, 1937 suppl., 26-640; Baldwin, 1937 suppl., 5236-1.
 17/ Acts 1907; Burns 26-2002, 26-2004; Baldwin 5101, 5103.
 18/ Acts 1899; Burns 26-535; Baldwin 5400. Acts 1899, 1903, 1933; Burns 26-536; Baldwin 5401.
 19/ Acts 1919; Burns 36-301; Baldwin 8859.
 20/ Acts 1899; Burns 26-516, 26-519; Baldwin 5380, 5383.
 21/ Acts 1859; Burns 26-701; Baldwin 16055. Acts 1919; Burns 26-705; Baldwin 16059.
 22/ 1 Rev. Stat. 1852; Burns 41-501. Acts 1917, 1921, 1927; Burns 41-510; Baldwin 10321.
 23/ Acts 1903; Burns 22-3201; Baldwin 4507.
 24/ 1 Rev. Stat. 1852, Acts 1875, 1883, 1899, 1911; Burns 26-1101 to 26-1106; Baldwin 3802, 5288 to 5290, 5293, 5294.
 25/ 1 Rev. Stat. 1852; Burns 26-626; Baldwin 5285.
 26/ 1 Rev. Stat. 1852; Burns 26-617; Baldwin 5228.
 27/ 1 Rev. Stat. 1852; Burns 26-901; Baldwin 5277. Acts 1879 (Spc. Sess.), 1885; Burns 26-820; Baldwin 5275.
 28/ Acts 1879 (Spc. Sess.), ch. 115, sec. 1.
 29/ Acts 1905, ch. 167, sec. 85.
 30/ Acts 1913, ch. 330, sec. 1.
 31/ Acts 1933; Burns 36-1101; Baldwin 8699.
 32/ Acts 1933; Burns 36-1110; Baldwin 8708.
 33/ 1 Rev. Stat. 1852; Burns 26-611, 26-621, 49-3004; Baldwin 5226, 5238, 5418.

Court Proceedings and Reports

1. COMMISSIONERS' DOCKET, 1856--. 21 vols. (3-23).

1895-98, missing.

Entry of cases to be heard by commissioners' court, showing date, names of members of the board, claimant, and petitioners; number of claim, amount, allowances, and totals. No index. Hdw. 550 pp. 18 x 12 x 2 $\frac{1}{2}$. 12 vols., 1856-95, 1898-1901, bsmt. stg. rm.; 6 vols., 1901-19, Aud. vt.; 3 vols., 1920--, Comr. off.

2. COMMISSIONERS' RECORD, 1837--. 37 vols. (1-36, and 1 vol. not numbered).

Record of proceedings of board, showing date of meeting, names of officials and members present, proceedings, business transacted, and final action taken. Indexed alph. by names of petitioners. 1837-Jan. 31, 1899, hdw.; Feb. 1, 1899--., typed. 640 pp. 18 x 12 x 3. 33 vols., 1837-1922, Aud. vt.; 3 vols., 1923--., Aud. off.; 1 vol., 1863-67, bsmt stg. rm.

3. GENERAL INDEX, 1831-1909. 1 vol.

Index to commissioners' records, showing date of entry, names of petitioners, book and page number, term of court, action of board, contracts let, and claims allowed. Arr. by names of twps. Hdw. 640 pp. 18 x 12 x 3. Aud. vt.

4. CONTRACTS AND INVENTORIES, 1932-35. 1 file box.

Inventories and contracts. Contains: Inventories of Departments, entry 5; Contracts, entry 17. No index. 12 x 5 x 13. Aud. off.

5. INVENTORIES OF DEPARTMENTS, 1932--. In Contracts and Inventories, entry 4.

Inventories of county property, showing date, name of invoicer, amount and itemization of inventories, value, and certification.

6. FEE BOOK COMMISSIONERS' COURT, 1907-17. 1 vol.

Record of fees collected, showing date, names of payee and payer, warrant number, quietus record, and court order. Indexed alph. by names of parties. Hdw. 570 pp. 18 x 13 x 2 $\frac{1}{2}$. Bsmt. stg. rm.

Bonds

7. BOND RECORD, 1886-1934. 5 vols. (1-3, and 2 vols. not numbered). Title varies: 1 vol., 1893-1904, Register of Bonds. Record of bond issues, showing date of issue, name of purchaser, purpose and amount of bond issued, and serial and coupon numbers. Indexed alph. by names of bonds issued. Hdw. 426 pp. 18 x 17 x 2. 1886-Sept. 30, 1929, Aud. vt.; June 12, 1893-Dec.31, 1904, bsmt. stg. rm.;
3
Aug. 1, 1929-Dec. 21, 1914, Aud. off.

8. BONDS AND COUPONS, 1848--. 10 file boxes. Title varies: Bonds. Bonds issued for improvements and repairs to county property, includign roads, bridges, and buildings; showing date of issue, name of project, amounts of issue and interest, and total. No index. 3 file boxes, 15 x 11 x 5; 3 file boxes, 20 x 26 x 40; 4 file boxes, 12 x 5 x 13. 1848-1931, bsmt. stg. rm.; 1932, Aud. vt; 1933--, Aud. off.

Petitions

9. ENGINEERS' AND VIEWERS' REPORTS, [Petitions], 1929-32. 3 file boxes.

Petitions for highways and ditches, showing date, names of petitioners, description and location of property, and affidavit of owner. No index. Condition fair. 11 x 5 x 17. Sur. off.

10. [TAX PAPERS AND RECEIPTS], 1900-1934. 12 file boxes. Tax certificates, receipts, and quietus. Contains: Petition to Annex, entry 11; Quietus, entry 359; Tax Sales Certificates, entry 378; Treasurer Receipts, entry 324. No index. 10 boxes, 14 x 12 x 22; 2 boxes, 15 x 11 x 5. 10 boxes, 1900-1929, e. stg. rm., bsmt.; 2 boxes, 1930-34, Aud. off.

11. PETITION TO ANNEX, 1917. In [Tax Papers and Receipts], entry 10.

Petitions for annexation of territory to the town of Walton, showing date, names of petitioners and trustees, description, and location of lands and lots, court order book entry, and proof of publication.

12. [COMMISSIONERS' PAPERS], 1900-1933. 5 file boxes.

Miscellaneous papers of board of commissioners, and of finance.

Contains: Old Road Remonstrances, entry 13; Supply Bids, entry 16; Specifications for Arch Road and Bridge Construction, entry 28; Final Report on Construction, entry 29; Proposal to be designated a Public Depository, entry 284; Bank Depository Bonds, entry 286.

No index. 15 x 11 $\frac{1}{2}$ x 5. Aud. vt.

13. OLD ROAD REMONSTRANCES, 1923. In [Commissioners' Papers], entry 12.

Remonstrances to petitions, showing date, names of petitioners, reasons, and location and description of property affected.

Bids and Contracts

14. BIDDERS RECORD, 1935--. 1 vol.

Record of bids on repairs to county property and materials needed therefor, showing dates for notification and opening bids, number of requisition, items, quantity, unit, amount, and acceptance.

No index. Hdw. 500 pp. 14 x 13 x 2. Comr. rm.

15. CONSTRUCTION PAPERS. 1914-31. 11 file boxes.

Papers pertaining to construction projects, including contracts, plans and specifications, viewers' reports, and engineer's completion report; showing names of project and contractor; cost; security of bond; location; and signature of viewers, engineer, and commissioners. No index. 20 x 10 x 20. E. stg. rm., bsmt.

16. SUPPLY BIDS, 1914-33. In Commissioners' Papers, entry 12.

Specifications, bids, and contracts; showing date, names of bidders and sureties, amount, unit amount, description of item, kind of material, proposal, and notice of publication.

17. CONTRACTS, 1933-34. In Contract and Inventories, entry 4.

Commissioners' contracts for county institution supplies, showing date, names of firms and successful bidder, conditions and specifications of contract, and amount.

Claims and Allowances

18. CLAIM AND ALLOWANCE RECORD, 1847-1934. 15 vols. (2-9, and 7 vols. not numbered).

Record of claims presented to and allowances made by commissioners' court, showing date, name of claimant, warrant number, amounts claimed and allowed, and appropriation affected. No index. Hdw. 640 pp. 16 x 11 x 2¹/₂. 15 vols., 1847-Dec. 21, 1921, stg. rm.; 6 vols., Dec. 30, 1921, -Nov. 6, 1926, e. stg. rm.; 3 vols., 1926-34, Aud. vt.

For prior records, see entry 2.

19. CLAIMS, 1907--. 58 file boxes; 150 bundles.

Claims filed, allowed, and paid; showing dates filed and allowed; appropriation, claim, and warrant numbers; and kind of claim. File boxes, no index; bdls., arr. by claim nos. 3 file boxes, 12 x 5 x 3. 54 file boxes, 10 x 2 x 13; 150 bdls., 1 file box, 1907-32, Aud. stg. rm.; 3 file boxes, 1932--., Aud. work rm.; 54 file boxes, 1934--., Aud. off.

20. MISC/ELLANEOUS/ BILLS, 1934--. 2 file boxes.

Claims presented by highway superintendent, showing dates filed and allowed, name of claimant, requisition number, unit amount, quantity, and kind of claim. No index. 6 x 8 x 14. Hi. Sup. off.

21. CLAIMS AND ALLOWANCES, 1932-35. 150 bdls.

Poor relief claims and allowances, showing dates filed and allowed; names of claimant, township, and trustee; appropriation and claim numbers; and amount and kind of claim. No index. 8 x 4 x 2. Aud. vt.

22. COMMISSIONERS' ALLOWANCE, Mar.-July 1909. 1 vol.

Record of claim allowances, showing dates filed and allowed, name of claimant, nature of claim, amount, and appropriation number. No index. Hdw. 280 pp. 17 x 5 x 1½. Bsmt. stg. rm.

23. OLD AGE PENSION, 1933-36. 4 vols.

Record of applications for old age pensions, showing date, name and address of applicant, amount of pension, warrant number, ledger page number, and name of fund. No index. Typed. 2804 pp. 17 x 12 x 6½. Aud. off.

For other old age pension records, see entries, 108, 441.

Roads, Bridges, and Ditches

24. ROAD CONSTRUCTION RECORD, 1911--. 4 vols. (1-2, and 2 vols. not numbered).

Record of road construction costs, showing date; names of contractor, surveyor, and superintendent; material and labor costs; miscellaneous items; and total cost. Arr. alph. by names of roads. Hdw. 600 pp. 18 x 12 x 2 $\frac{1}{4}$. 1 vol., 1911-Nov. 17, 1917, bsmt. stg. rm.; 2 vols., 1916-1923, Aud. vt.; 1 vol., Apr. 1, 1923--, Aud. off.

25. RECORD OF FREE GRAVEL ROADS, 1891-1910. 1 vol.

Record of gravel road allowances, showing date, names of road land contractor, claim number, amount, and allowance. Arr. chron. 1891-98, ndw.; 1899-1910, typed. 587 pp. 18 x 13 x 2 $\frac{1}{2}$. Bsmt. stg. rm.

26. ROAD INDEX [Petitions and Specifications], 1929. 1 file box. Petitions for drains and highways, showing date; names of petitioners, engineers, and viewers; surface elevation; grades; yards excavated; and description and location. No index. 5 x 3 x 17. Sur. off.

27. [GRAVEL ROAD RECEIPTS], 1930-32. 200 sheets.

Reports on free gravel roads, showing date, names of superintendent and road, costs of labor and material, total, and description and location of project. No index. Condition fair. 6 x 10. W. stg. rm., bsmt.

28. SPECIFICATION FOR ARCH, ROAD, AND BRIDGE CONSTRUCTION,

1900-1932. In [Commissioners' Papers] entry 12.

Specifications showing date; names of structure, contract, township, and county; report of viewers; description and location; estimate costs; publication; and bids received and accepted.

29. FINAL REPORT ON CONSTRUCTION, 1924-29. In Commissioners' Papers, entry 12.

Reports on completion of construction projects, showing date, names of contractor and structure, type of construction, estimated cost, labor and material, and total costs.

30. INVOICES Road and Bridge Specifications, 1911-32.

3 file boxes.

Plans and specifications of bridges and county roads, showing date; names of project, contractor, and engineer; estimates; ordinances; and tax levies to cover cost of construction. No index. Condition fair. 15 x 11 x 2 3/4. Aud. off.

31. REAL ESTATE AND DITCH MATTERS Deductions and Allotments,

1933--. 1 file box.

Deductions and allotments on specified ditches and real estate in the county, showing date, name of tax payer, file and order numbers, address, assessment, and description and location of property. No index. 12 x 5 x 13. Aud. work rm.

II. COUNTY COUNCIL

In 1899 the legislature created "The Cass County Council". 1/ This council consists of seven members who are elected for terms of four years and must be qualified voters and resident freeholders of the county. One member is elected from each of the four councilmanic districts by the voters of the district, and three members are elected by the voters of the county at large. 2/ The council elects its president from its membership, and the auditor serves as clerk. 3/ The sheriff is required to execute the orders of the council. 4/

The regular annual meeting of the council is held on the first Tuesday after the first Monday of September for the purposes of fixing the tax rate, imposing the tax levy, and making appropriations, and continues from day to day until its business is completed. Special meetings may be called by the auditor or a majority of the members. 5/ All sessions must be public. 6/ Although a majority of the council constitutes a quorum, the passage of ordinances requires a majority of all members, 7/ and extraordinary majorities are required by law in certain instances: A three-fourths vote to increase or insert an item in the budget estimates submitted by the county agencies through the auditor; 8/ a two-thirds vote of all members to make additional appropriations at special meetings. 9/

The power of fixing the tax rate for county purposes and for all purposes where it is not by law and is required to be uniform throughout the county, is vested exclusively in the council, likewise the power of making appropriation of money to be paid out of the

county treasury. 10/ The council passes on all budget estimates submitted by county officials 11/ and makes emergency appropriations. 12/

The council has exclusive power to authorize the borrowing of money for the county and the issuing of bonds. 13/ No sale or purchase by the county of real estate of the value of \$1,000 or more can be made without authorization by the council. 14/

The auditor, as clerk of the council, keeps a journal of its proceedings, and also keeps and preserves in his office its files and papers. 15/

All the records are located in the courthouse.

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- 1/ Acts 1899; Burns 26-501; Baldwin 5365.
 - 2/ Acts 1899; Burns 26-502, 26-504; Baldwin 5366, 5368.
 - Acts 1907; Burns 26-505; Baldwin 5369.
 - 3/ Acts 1899, 1931; Burns 26-507; Baldwin 5371. Acts 1899; Burns 26-509; Baldwin 5373.
 - 4/ Acts 1899; Burns 26-510; Baldwin 5374.
 - 5/ Acts 1899, 1931; Burns 26-507; Baldwin 5371.
 - 6/ Acts 1899; Burns 26-508; Baldwin 5372.
 - 7/ Acts 1899; Burns 26-511; Baldwin 5375.
 - 8/ Acts 1899; Burns 26-520; Baldwin 5384.
 - 9/ Acts 1899, 1907, 1913, 1937; Burns, 1937 suppl., 26-521; Baldwin, 1937 suppl., 5385.
 - 10/ Acts 1899; Burns 26-515, 26-520; Baldwin 5379, 5384.
 - 11/ Acts 1899; Burns 26-520; Baldwin 5384.
 - 12/ Acts 1899, 1907, 1913, 1937; Burns, 1937 suppl., 26-521; Baldwin, 1937 suppl., 5385.
 - 13/ Acts 1899, 1921, 1929; Burns 26-532; Baldwin 5396.
 - 14/ Acts 1899; Burns 26-534; Baldwin 5399.
 - 15/ Acts 1899; Burns 26-509; Baldwin 5373.

32. COUNTY COUNCIL RECORD, 1899--. 2 vols. (1-2).

Proceedings of council meetings, showing date of meeting, names of members present, motions, and final action taken. No index.

1899-1907, hdw.; 1908--, typed. 640 pp. 18 x 12 x 3. 1 vol., 1899-May 30, 1925, Aud. vt.; Sept. 8, 1925-r., Comm. rm.

33. TAX PAPERS, 1908-26. 1 file box.

Ordinances of appropriation and forest reserve notices. Contains:
Ordinances of Appropriation, entry 34. Forest Reserves, entry 396.
No index. 15 x 11 x 5. Aud. vt.

34. ORDINANCES AND APPROPRIATIONS, 1908-26. In Tax Papers,
entry 33.

Ordinances for appropriations for county expenses, showing date,
statement of expenses of each office, and amounts necessary to
operate the several departments of county government.

III. CLERK OF THE CIRCUIT COURT

The clerk of the circuit court, commonly referred to as "county clerk", is a constitutional officer, elected for a four year term. No person is eligible to the office of clerk of the circuit court for more than eight years in any twelve-year period. 1/ The clerk is required to give bond in the amount fixed by the board of commissioners. 2/

Prior to the Constitution of 1851, the office of clerk of the circuit court was established, under the authority of the Constitution of 1816. 3/

The clerk of the circuit court is required to draw up a record of the proceedings of the court daily, 4/ to administer all oaths, 5/ and to receive payments for all judgments of record in his office. 6/

In addition to his court duties, numerous other duties are imposed upon the clerk by statute. He serves ex officio as registration officer for the county 7/ and as a member and clerk of the county election boards. 8/

Other important duties of the clerk are the issuance of marriage licenses; 9/ professional licenses, such as physicians', 10/ dentists', 11/ and optometrists'; 12/ hunting, trapping, and fishing licenses; 13/ and business licenses, such as poultry dealers' 14/ and junk dealers'. 15/ He approves, files, and keeps a record of the bonds of county and township officers, unless other provision is made by law; 16 and of notaries; 17/ and registers the certificates of trained nurses. 18/

The clerk is required to preserve in his office all records and writings pertaining to his official duties, to indorse the time of filing of all papers, and in addition to these records, to keep all necessary judges', appearance, bar, judgment, and execution dockets; order and final record books; a complete record of all causes involving title to land including a lis pendens record, of all criminal causes for felony, and of all other cases upon request; 19/ a cash book; 20/ and a fee register. 21/ He records certificates of firms and partnerships doing business under any name, designation, or title other than the real names of their members. 22/

All records are located in the courthouse.

- 1/ Const., art. 6, sec. 2. 2 Rev. Stat. 1852; Burns 49-2701; Baldwin 1427.
- 2/ Acts 1875; Burns 49-2703, 49-2704; Baldwin 1430, 1431.
- 3/ Const. 1816, art. 5, sec. 8.
- 4/ 2 Rev. Stat. 1852, Acts 1885, 1933; Burns 4-324; Baldwin 1413.
- 5/ 2 Rev. Stat. 1852; Burns 49-2708; Baldwin 1435.
- 6/ Acts 1875; Burns 49-2719; Baldwin 1438.
- 7/ Acts 1933, 1935; Burns, 1937 suppl., 29-306; Baldwin 1935 suppl., 7304.
- 8/ Acts 1905, 1927; Burns 29-1401; Baldwin 7377. Acts 1915, 1917; Burns 29-504; Baldwin 7190. Acts 1899; Burns 29-1002; Baldwin 7109.
- 9/ Acts 1852; Burns 44-201; Baldwin 5622.
- 10/ Acts 1897; Burns 63-1303; Baldwin 10705.
- 11/ Acts 1913, 1931, 1935; Burns, 1937 suppl., 63-504; Baldwin, 1935 suppl., 5589.
- 12/ Acts 1907, 1935; Burns, 1937 suppl., 63-1011; Baldwin 1935 suppl., 13182.
- 13/ Acts 1937; Burns 1937 suppl., 11-1403; Baldwin, 1937 suppl., 8229-3.
- 14/ Acts 1917, 1929, 1932 (Spc. Sess.); Burns 42-802; Baldwin 10486.
- 15/ Acts 1905; Burns 42-703; Baldwin 10462.
- 16/ 1 Rev. Stat. 1852; Burns 49-105; Baldwin 13063. Acts 1837; Burns 49-124; Baldwin 13077. 2 Rev. Stat. 1852; Burns 49-2706; Baldwin 1433.
- 17/ 1 Rev. Stat. 1852; Acts 1855; Burns 49-3503; Baldwin 13016.
- 18/ Acts 1905, 1913, 1931; Burns 63-903; Baldwin 13036.
- 19/ 2 Rev. Stat. 1852; Burns 49-2706; Baldwin 1433. Acts 1881 (Spc. Sess.); Burns 2-813, 2-3314; Baldwin 94, 524.
- 20/ Acts 1879 (Spc. Sess.); Burns 49-2722; Baldwin 1442. Acts 1937; Burns, 1937 suppl., 61-623; Baldwin, 1937 suppl., 13644-44.
- 21/ Acts 1879 (Spc. Sess.); Burns 49-2723; Baldwin 1443.
- 22/ Acts 1909; Burns 50-201, 50-202; Baldwin 13210, 13211.

Official Bonds

County

35. RECORD OFFICIAL BONDS, 1878-1935. 1 vol.

Record of bonds posted by county officials, showing date; names of official, surety, and attorney; and amount, terms, and conditions of bond. Indexed alph. by names of officials.

1878-1904, hdw.; 1904-35, typed. 592 pp. 18 x 12 x 3. Clk. vt.

36. GENERAL INDEX OF BONDS, 1857--. 3 vols. (1-3).

General index of bonds, showing date, names of official and surety, kind and amount of bond, and place recorded. Arr. alph. by names of sureties. Hdw. 600 pp. 18 x 13 x 2 3/4. Clk. vt.

37. COUNTY OFFICIAL BONDS, 1837-1909. 6 file boxes (number-

ing varies). 1838-61, 1863-66, and 1901-4, missing.

Bonds of county officials, showing date; names of official and surety; and amount, purpose, and conditions of bond. No index.

10 x 5 x 14. Clk. vt.

Township

38. CONSTABLE BONDS, 1867-97. 2 file boxes.

County constable bonds, showing date, names of constable and bondsman, and amount and conditions of bond. No index.

10 x 5 x 14. Clk. vt.

Miscellaneous

39. NOTARIAL BONDS, 1867--. 7 file boxes. 1871-84 and

1920-23, missing.

Notarial bonds, showing date, names of notary and surety, and amount and conditions of bond. No index. 10 x 5 x 14. Clk. vt.

Licenses

Marriage (See also entry 431)

40. MARRIAGE RECORD, 1829--. 58 vols. (1-58).

Record of applications for marriage licenses, showing date of application; names, ages, occupations, parentage, and places of birth of bride and groom; and name of official performing ceremony. Indexed alph. by names of brides and grooms. Hdw. 580 pp. 18 x 13 x 3. Clk. vt.

41. MARRIAGE APPLICATIONS, 1905-22. 5 file boxes.

(numbering varies).

Original applications for marriage license, showing date; and name, age, race, residence, occupation, and parentage of applicant. No index. 10 x 5 x 14. Clk. vt.

42. MARRIAGE RETURNS AND MARRIAGE CERTIFICATES, 1899--.

13 file boxes.

Certificates of marriage, showing dates of license and marriage; names, addresses, ages, race, color, birthplaces, and previous marital status of bride and groom; and name of official or clergyman performing ceremony. No index. 10 x 5 x 14. Clk. vt.

Professional

43. REGISTER OF PHYSICIAN'S LICENSE, 1881--. 3 vols.

Title varies: Record of Physician's Licenses, and Medical Physician's License Record.

Record of physicians' licenses, showing date; and name, address,

certificato, and statement of physician. Arr. alph. by names of physicians. Hdw. 296 pp. 18 x 12 x 3. Clk. vt.

44. PHYSICIAN'S APPLICATION, 1885-99. 1 file box.

Applications for physicians' licenses, showing dates of graduation and application, names of applicant and college attended, and signature of applicant. No index. 10 x 5 x 14. Clk. vt.

45. DRUGLESS PHYSICIAN'S LICENSE, 1934. 1 vol.

Record of licenses granted to drugless physicians, showing date; certificate number; name, age, birthplace, and address of applicant; system of therapy; school attended; and date of diploma. Indexed alph. by names by physicians. Hdw. 268 pp. 16 x 11 x 1 $\frac{1}{2}$. Clk. vt.

46. DENTISTRY LICENSE REGISTER, 1899-1935. 1 vol.

Record of dentists' certificates and licenses, showing date; name, age, birthplace, present address, and affidavit of applicant; and certificate of state board of dental examiners. Indexed alph. by names of dentists. Hdw. 144 pp. 16 x 10 x 1 $\frac{1}{2}$. Clk. vt.

47. DENTIST APPLICATIONS, 1899-1900. 1 file box.

Certificates of registration of dentists, showing date; certificate number; and names of applicant, college, professor, and members of board of examiners. No index. 10 x 5 x 14. Clk. vt.

48. OPTOMETRY RECORD, 1907-34. 1 vol.

Record of applications to practice optometry, showing date; name, address, and qualifications of applicant; and certificate of registration with the state board of registration and examination for optometry. Indexed alph. by names of applicants. Hdw. Condition fair. 200 pp. 10 x 7 x 3/4. Clk. vt.

49. VETERINARY SURGEON'S RECORD, 1901. 1 vol.

Record of applications for certificates to practice veterinary medicine and surgery, showing date; name, address, and qualifications of applicant; and signatures of five freeholders. Indexed alph. by names of applicants. Hdw. 136 pp. 13 x 8 x $\frac{1}{2}$. Clk. vt.

Business50. POULTRY DEALERS' LICENSE, 1917--. 2 vols. (1, and 1 vol. not numbered.

Applications for licenses to deal in poultry, showing date and business address of applicant or firm. Arr. chron. Hdw. 400 pp. 11 x 8 x $1\frac{1}{2}$. 1 vol., 1917-Jan. 25, 33, Clk. vt.; 1 vol., Jan. 26, 1933--, Clk. off.

51. RECORD OF APPLICATIONS FOR SIRE LICENSE, 1889-1921. 1 vol.

Record of applications for sire licenses, showing date, names of owner and sire, date of birth, description of sire, and register number. Indexed alph. by names of owners. Hdw. 318 pp. 18 x 11 x $1\frac{1}{2}$. Clk. vt.

Certificates

Business

52. PARTNERSHIP RECORD, 1909--. 1 vol.

Register of partnerships, showing date, certificate number, names and addresses of business and of members, and signatures of members. Indexed alph. by names of firms and members. Hdw. 198 pp. 16 x 12 x 2. Clk. vt.

Clerk of the Circuit Court

53. MISCELLANEOUS [Certificate of Partnership], 1911-28.

2 file boxes.

Certificates of partnerships, showing date; name, residence, and signatures of each member; and kind and location of business.

No index. 10 x 5 x 14. Clk. vt.

54. REGISTER OF INSURANCE CERTIFICATES, 1875-1927. 1 vol.

Record of certificates of registration issued to agents of insurance companies doing business in county; showing date and number of certificate, name and financial statement of company, name and address of agent, and reference to file of original certificates. Arr. alph. by names of companies. Hdw. 500 pp. 16 x 12 x 2 $\frac{1}{2}$. Clk. vt.

55. INSURANCE CERTIFICATES, 1869-1918. 16 file boxes.

(Numbering varies).

Certificates of registration issued to agents of insurance companies doing business in county, showing date and number of certificate, names of company and agent, and financial statement of company. No index. 10 x 5 x 14. Clk. vt.

56. POWER OF ATTORNEY, 1856-1906. 1 file box.

Papers issued for powers of attorney, showing date; names of principals, agent, and two witnesses; specific duties and obligations of attorney; and signature of notary public. Arr. chron. 10 x 5 x 14. Clk. vt.

57. FOREIGN CORPORATION AGENTS, 1881-93. 1 file box.

Certificates of agents of foreign corporations, showing date, names of agent and territory assigned, and signatures of corporation officials. No index. 10 x 5 x 14. Clk. vt.

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58. ARTICLES OF ASSOCIATION AND APPROPRIATION, 1855-86.

1 file box.

Train and railway papers. Contains: Articles of Association, entry 59; and Articles of Appropriation, entry 124. No index.
10 x 5 x 14. Clk. vt.

59. ARTICLES OF ASSOCIATION, 1864-86. In Articles of Association and Appropriation, entry 58.

Articles of association of various concerns or businesses registered in county, showing date; name, location, and purpose of business; details of articles; names and addresses of members; amount of stock of board members and board of directors; and seal of secretary of state.

60. OLD APPLICATIONS FOR FIREARMS, 1925-29. 1 file box.

Applications for permits to carry firearms, showing date; name, address, and personal description of applicant; type and caliber of weapon; reason for application; restrictions; and name and residence of freeholder. No index. 10 x 5 x 14.
Clk. vt.

Registers

61. MISCELLANEOUS RECORD, 1887--. 5 vols. (1-2, and 1-3).

Record of miscellaneous court papers, showing affidavits, registers, power of attorney, and satisfaction of liens.

Indexed alph. by names of plaintiffs. 1887-1903, hdw.; 1903--, typed. 580 pp. 18 x 13 x 2 $\frac{1}{2}$. Clk. vt.

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62. REGISTER OF TRAINED NURSES, 1904--. 2 vols. (1-2).

Record of trained nurses registered in county, showing date of registration, name and address of nurse, certificate of state board of registration and examiners, and signature of official. Arr. chron. Hdw. 150 pp. 9 x 8 x 1 $\frac{1}{4}$. 1 vol., 1904-Jan. 16, 1936, Clk. vt.; 1 vol., Jan. 17, 1936--. Clk. off.

63. CLERK'S REGISTER OF OFFICERS OF CASS COUNTY, 1834-1901.

2 vols. (1, and 1 vol. not numbered).

Clerk's register of county officers, showing dates of registration, qualification, and expiration of term; names of officer and office; and amount of bond. Arr. alph. by names of officers. Hdw. 400 pp. 18 x 12 x 3 $\frac{3}{4}$. Clk. vt.

64. ESTRAY NOTICES, 1888-98. 1 file box.

Notices of animals found estray, showing date found; names of finder, justice of peace, and appraiser; description and appraised value of animal; and signature of justice of peace. No index. 10 x 5 x 14. Clk. vt.

65. CLERK'S PAPERS, 1855-95. 1 file box.

Papers pertaining to agreements, redemptions, and commitments. Contains: Articles of Entrance and Agreement, entry 66; Affidavit and Statement in Redemption, entry 157; and Reform School papers, entry 213. No index. 10 x 5 x 14. Clk. vt.

66. ARTICLES OF CONTRACTS AND AGREEMENTS, 1855-89. In

[Clerks Papers], entry 65.

Articles of contracts and agreement, showing date, names of principals, and nature of contract or agreement.

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Military Records
(See also entry 104)

67. SOLDIERS' ENROLLMENT, 1886-1920. 3 file boxes.

Enrollment of persons serving in the armies of the United States, showing name, age, color, branch of service, rank, company, regiment, marital status, and financial status of soldier; name of war in which fought; and personal history of relatives. No index. 10 x 5 x 14. Clk. vt.

68. TRUSTEE'S LIST OF SOLDIERS, SAILORS, AND MEMBERS OF
NATIONAL GUARD, 1915. 1 file box (867).

Lists of soldiers, sailors, and members of the national guard, showing date; and name, age, state from which enlisted, and extent and branch of war service of party. No incex. 10 x 5 x 14. Clk. vt.

Receipts and Disbursements

69. CLERK'S DAILY BALANCE, 1912--. 19 vols. (numbering varies). 1916, and Dec. 1918-Dec. 1921, missing.

Title varies: Daily Cash and Statement.

Daily cash balance, showing date, previous day's balance, total receipts or disbursements, source of funds, balance at end of day, name of depository, amounts deposited and withdrawn, and depository balance. No index. Hdw. 300 pp. 12 x 12 x 2. 6 vols., 1912-18, bsmt. stg. rm.; 12 vols., 1921-36, Clk. vt.; 1 vol., 1936--, Clk. off.

70. CLERK'S CASH BOOK, CASS COUNTY, 1896-1912. 9 vols.

(numbering varies). 1900-1904, missing.

Record of receipts and disbursements, showing date; fee book reference; name of payer; name, purpose, and total amount of fee; total disbursements; name of fund debited or credited; and balance.

Indexed alph. by names of payers and payees. Hdw. 260 pp.

16 x 12 x $1\frac{1}{2}$. 3 vols., 1896-1900, 1904-11, Clk. vt; 6 vols.,

1900, 1904-12, bsmt. stg. rm.

71. CASH BOOK OF DISBURSEMENTS, 1912--. 10 vols. (1, 1-4,

1-5). Title varies: Cash Book of Receipts and

Receipts and Disbursement Record.

Record of receipts and disbursements, showing date, names of payee and payer, total amount and purpose of fees received and disbursed, names of funds to which distributed, and balance.

Arr. chron. Hdw. 640 pp. 18 x 17 x 3. 8 vols., 1912-Feb. 24, 1934, Clk. vt.; 2 vols., Feb. 25, 1934--, Clk. off.

For prior records, see entry 70.

72. REPORT OF FEES, 1903-5. 1 vol.

Clerk's itemized statement to the county board of commissioners of fees, and interest collected and unpaid, showing date, amount of fees and interest, and number of execution or fee bill. Arr. chron. Hdw. 640 pp. 16 x 21 x $2\frac{3}{4}$. Bsmt. stg. rm.

73. CLERK'S REPORTS, 1925-32. 1 file box.

Reports of clerk to auditor pertaining to hunting and fishing licenses issued, and fees collected; showing date, name of clerk,

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source and amount of fees, distribution to county and state, and total amount distributed. No index. 10 x 5 x 14. Clk. vt.

74. RECEIPTS, 1877-81. 1 file box.

Duplicates of receipts issued to clerk for money received as fees, and service charges, showing serial number; amount, purpose, and date of money received; name of payer; and signature of deputy receiving money. No index. 10 x 5 x 14. Clk. vt.

Maps

75. BLUEPRINTS OF DITCH CONSTRUCTION AND REPAIRS, 1884--.

10 file boxes.

Profiles and plans, showing details for ditch construction and repairs. Published at Logansport, Indiana. Blueprint. No scale given. 10 x 5 x 14. Clk. vt.

IV. RECORDER

The recorder is a constitutional officer elected for a four-year term. No person is eligible to hold the office of recorder for more than eight years in any twelve-year period. The recorder is required to post bond in the amount of four thousand dollars. 1/

Prior to the Constitution of 1851, the office of recorder was established at the organization of Cass County in 1829, under the authority of the Constitution of 1816 and an act of 1818 which provided for the election of a recorder in any new county formed. 2/

The title of this officer describes his functions--to make and preserve a public record of legal documents which by law is bound to record, for both county officials and private persons. 3/ Of the many kinds of instruments recorded the important are: Deeds and mortgages; 4/ chattel mortgages; 5/ satisfactions, cancelations, and assignments of any kind; 6/ releases/ 7/ mechanic's liens; 8/ leases, 9/ articles of incorporation; 10/ certificates of admission for foreign corporations to do business in Indiana; 11/ cemetery deeds; 12/ and articles of cemetery associations. 13/ He also registers farm names. 14/

The forms and methods to be used by the recorder are described in detail in the statutes. He keeps an entry book in which he enters, as filed, all instruments delivered to him for recording, noting day and hour received, which time is the legal date of recording. 15/ In addition to the records enumerated

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STUART, FROM THE DEATH OF THE
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DEATH OF THE FIRST OF THE HOUSE OF

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THE SECOND PART OF THE HISTORY OF THE

REIGN OF THE SECOND OF THE HOUSE OF
STUART, FROM THE DEATH OF THE
FIRST OF THE HOUSE OF STUART, TO THE
DEATH OF THE SECOND OF THE HOUSE OF

STUART.

THE THIRD PART OF THE HISTORY OF THE

REIGN OF THE THIRD OF THE HOUSE OF
STUART, FROM THE DEATH OF THE
SECOND OF THE HOUSE OF STUART, TO THE
DEATH OF THE THIRD OF THE HOUSE OF

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THIRD OF THE HOUSE OF STUART, TO THE
DEATH OF THE FOURTH OF THE HOUSE OF
STUART.

THE FOURTH PART OF THE HISTORY OF THE
REIGN OF THE FOURTH OF THE HOUSE OF
STUART, FROM THE DEATH OF THE
THIRD OF THE HOUSE OF STUART, TO THE

DEATH OF THE FIFTH OF THE HOUSE OF

STUART, FROM THE DEATH OF THE
FOURTH OF THE HOUSE OF STUART, TO THE
DEATH OF THE FIFTH OF THE HOUSE OF
STUART.

THE FIFTH PART OF THE HISTORY OF THE
REIGN OF THE FIFTH OF THE HOUSE OF
STUART, FROM THE DEATH OF THE
FOURTH OF THE HOUSE OF STUART, TO THE

above, he keeps a fee book and a cash book, and enters therein, as received, all money received in his office. 16/ He is required to index his records, both in each volume and in complete or general indexes. 17/

All the records are located in the courthouse.

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- 1/ Const., art. 6, sec. 2. 1 Rev. Stat. 1852, Acts 1901; Burns 49-3201; Baldwin 5469.
 - 2/ Const. 1816, art. 11, sec. 10. Acts 1816-17, ch. 2, sec. 2.
 - 3/ 1 Rev. Stat. 1852, Acts 1925; Burns 49-3205; Baldwin 5470.
 - 4/ 1 Rev. Stat. 1852; Burns 49-3210; Baldwin 5475.
 - 5/ Acts 1935; Burns, 1937 suppl., 51-510; Baldwin, 1935 suppl., 113227-10. Acts 1935, 1937; Burns, 1937 suppl., 51-515; Baldwin, 1937 suppl., 13227-15.
 - 6/ Acts 1905; Burns 49-3203; Baldwin 5472. Acts 1935; Burns, 1937 suppl., 51-511; Baldwin, 1935 suppl., 13227-11.
 - 7/ 2 Rev. Stat. 1852; Burns 56-708; Baldwin 992. Acts 1935; Burns, 1937 suppl., 51-511; Baldwin, 1935 suppl., 13227-11.
 - 8/ Acts 1909; Burns 43-704; Baldwin 10508.
 - 9/ 1 Rev. Stat. 1852; Acts 1875, 1913, 1921, 1923; Burns 56-119; Baldwin 14671.
 - 10/ Acts 1929; Burns 25-219; Baldwin 4919. Acts 1935; Burns, 1937 suppl., 25-527; Baldwin, 1935 suppl., 4989-21.
 - 11/ Acts 1929; Burns 25-305; Baldwin 4963. Acts 1935; Burns, 1937 suppl., 25-527; Baldwin, 1935 suppl., 4989-21.
 - 12/ Acts 1925; Burns 21-223; Baldwin 4648.
 - 13/ 1 Rev. Stat. 1852; Burns 25-1520; Baldwin 10599.
 - 14/ Acts 1913; Burns 49-3226; Baldwin 5488.
 - 15/ 1 Rev. Stat. 1852; Burns 49-3211; Baldwin 14665. 1 Rev. Stat. 1852, Acts 1925; Burns 49-3205; Baldwin 5470.
 - 16/ Acts 1895; Burns 49-1401; Baldwin 7576.
 - 17/ 1 Rev. Stat. 1852; Burns 49-3209, 49-3217, 49-3218; Baldwin 5471, 5481, 5482. 1 Rev. Stat. 1852. Acts 1855; Burns 49-3216; Baldwin 5480.

Deeds, Titles, and Grants

76. DEED RECORD, 1829--. 167 vols. (1-141, A-Z).

Record of deeds, showing names of grantor and grantee, description and location of property, amount of consideration, and affidavit of grantor. Indexed alph. by names of grantors and grantees. 1829-Nov. 18, 1899, hdw.; Nov. 19, 1899--), typed. 540 pp. 18 x 12 x 3. Recr. vt.

77. GENERAL INDEX DEEDS, 1828--. 40 vols. (numbering varies).

General index, showing names of grantor and grantee; date, kind, and amount of consideration of deed; description, location, and valuation of property; and page numbers in deed record. Arr. alph. by names of grantors and grantees. Hdw. 900 pp. 19 x 13 x 4. 28 vols., May 1, 1830-Apr. 25, 1936, Recr. vt.; 12 vols., Mar. 15, 1828-Aug. 28, 1853; Aug. 12, 1859-Feb. 7, 1880, bsmt. stg. rm.

78. ENTRY BOOK OF DEEDS, 1883--. 13 vols. (3-15).

Record of deeds, showing date and time of entry, names of grantor and grantee, kind and amount of consideration of deed, description and location of property, and amount of fee. Arr. alph. by names of grantors. Hdw. 500 pp. 20 x 15 x 2 $\frac{1}{2}$. 9 vols., 1883-1927, w. stg. rm., bsmt.; 3 vols., 1927-33, Recr. vt.; 1 vol., 1933--, Recr. off.

79. SHERIFF'S DEED RECORD, 1870--. 5 vols. (2-4, and

2 vols. not numbered). Title varies: Decree; Levy.

Record of property titles conveyed as result of sheriff's sale, showing names of principals, nature of action, description and location of property, and court decree. Indexed alph. by names of plaintiffs, defendants, and purchasers. 1870-Dec. 5, 1899, hdw., Dec. 6, 1899--, typed. 600 pp. 19 x 12 x 3. Recr. vt.

80. CEMETERY DEED BOOK, 1930--. 1 vol.

Record of burial lots sold, showing name of cemetery, number and description of lot, amount of consideration given, and signature of cemetery officer. Indexed alph. by names of grantors and grantees. Typed. 600 pp. 18 x 12 x 3. Recr. vt.

For prior records, see entry 76.

81. QUIET TITLE RECORD, 1911--. 3 vols. (1-3).

Record of circuit court proceedings in suits to quiet title to real estate, showing date of action, names of plaintiff and defendant, decree of court, and final settlement. Indexed alph. by names of plaintiffs and defendants. Typed. 600 pp. 18 x 12 x 3. Recr. vt.

82. TAX TITLE DEED RECORD, 1863--. 4 vols. (A-D).

Record of tax title deeds to real estate, sold through sheriff, to satisfy delinquent tax claims, showing date of sale, amount of unpaid taxes, description and location of property, names of owner and purchaser, and amount realized at sale. Indexed alph. by names of purchasers and owners. 1863-Feb. 15, 1901, hdw.; Feb. 10, 1901--, typed. 600 pp. 18 x 12 x 3. Recr. vt.

For prior records see entry 76; for tax sales records, see entry 377.

83. WARRANTY DEED, 1936--. 7 file boxes.

Original warranty deeds to city property, showing date and amount of deed, names of grantor and grantee, location and description of property, and date of recording. No index. $4\frac{1}{2}$ x 7 x 2. Recr. off.

84. ABSTRACT OF TITLES, ORIGINAL PLOT, CHATTA^ANOOGA, TENNESSEE,

WILTSE, REAL ESTATE AGENT, 1839-1870. 1 vol. (9).

Abstracts of real estate titles, showing transfer of title from grantor to grantee, description and location of property, and dates of transfer and recording. No index. Hdw. 600 pp. 18 x 12 x $2\frac{1}{2}$. W. stg. rm., bsmt.

Plat Books

85. PLAT BOOK, [Cass County], 1852--. 6 vols. (1-3, 2, A, and B).

Records and maps of surveys of the cities and towns in Cass County, showing divisions and subdivisions, lots and additions, drainage, number of lot, and name of owner. Indexed alph. by names of property owners. Hdw. 350 pp. 20 x 14 x 2 $\frac{1}{2}$. Recr. off.

For prior records, see entry 76.

86. GENERAL INDEX TO PLATS, not dated. 1 vol.

General index to plats, showing names of addition and owner, and numbers and page references in plat book and deed record. Arr. alph. by names of additions. Hdw. 580 pp. 16 x 11 x 2 $\frac{1}{2}$. Recr. vt.

Mortgages, Assignments, and ReleasesReal Estate

87. MORTGAGE RECORD, 1845--. 148 vols. (A-I, K-Z, and 1-132).

Title varies: Real Estate Mortgage Record.

Record of mortgages, showing names of mortgagor and mortgagee, description and location of real estate, conditions and amount of mortgage, and date of release. Indexed alph. by names of mortgagors and mortgagees. 1845-Dec. 7, 1899, hdw.; Dec. 8, 1899--, typed. 600 pp. 18 x 12 x 3. Recr. vt.

88. GENERAL INDEX OF MORTGAGES, 1831--. 34 vols. (1-23, 1-3, 1, 3, and 6 vols. not numbered).

General index to mortgages, showing names of mortgagor and mortgagee; amount of consideration; description, location, and value of property;

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Recorder

and page numbers of mortgage record. Arr. alph. by names of mortgagors and mortgagees. Hdw. 800 pp. 19 x 13 x $3\frac{1}{2}$. 23 vols., Feb. 1, 1834--., Recr. vt.; 11 vols., 1831-Oct. 5, 1886, w. stg. rm., bsmt.

89. REAL ESTATE MORTGAGES, [City Real Estate], 1936--.

8 pigeon holes.

Original mortgages on city real estate, recorded and uncalled for, showing date and amount of mortgage, names of mortgagor and mortgagee, and volume and page numbers in mortgage record. No index. $4\frac{1}{2}$ x 7 x 2. Recr. off.

90. ENTRY BOOK OF MORTGAGES, 1862-1919. 10 vols. (3-9, and 2 vols. not numbered). 1865-71, missing.

Record of mortgages, showing names of mortgagor and mortgagee, date and kind of mortgage, amount of consideration, description and location of property, and amount of fee. Indexed alph. by names of mortgagor. Hdw. 640 pp. 20 x 15 x $2\frac{3}{4}$. W. stg. rm., bsmt.

For subsequent records, see entry 78.

91. HOME OWNERS' LOAN CORPORATION RECORD, 1934--. 2 vols. (1-2).

Record of mortgages given by borrowers of home loan funds, showing name of mortgagor, amount of loan, description of property, rate of interest, and terms of repayment. Indexed alph. by names of mortgagors. Typed. 600 pp. 18 x 13 x 3. Recr. vt.

92. FEDERAL LAND BANK AND LAND BANK COMMISSION MORTGAGE RECORD, 1933--. 3 vols. (1-3).

Record of mortgages, showing names of mortgagee and mortgagor, description of property mortgaged, amount and conditions of mortgage, and terms of repayment. Indexed alph. by names of mortgagors. Typed. 600 pp. 18 x 13 x 3. Recr. vt.

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fishery.

Recorder

Chattels

93. CHATTEL MORTGAGE MINUTE BOOK, 1935--. 1 vol.

Abstracts of chattel mortgages, showing serial number, date of filing, names of mortgagor and mortgagee, amount secured, and description and location of property. Arr. chron. Hdw. 640 pp. 18 x 15 x 3. Recr. off.

94. CHATTEL MORTGAGES, 1935--. 3 lock boxes.

Original chattel mortgage papers, showing names of mortgagor and mortgagee, amount and terms of mortgage, description and location of property, and date recorded. No index. 10 x 14 x 4 $\frac{1}{2}$. Recr. off.

For prior records, see entry 87.

95. CHATTEL MORTGAGE RECORD, 1880-1935. 59 vols. (numbering varies).

Record of chattel mortgages, showing names of mortgagor and mortgagee, amount and terms of mortgage, description and location of property, and date recorded. Indexed alph. by names of mortgagors and mortgagees. 1880-Nov. 1, 1899, hdw.; Nov. 2, 1899--, typed. 600 pp. 18 x 12 x 3. Recr. vt.

96. GENERAL INDEX OF CHATTEL MORTGAGES, 1880--. 8 vols. (1-8).

General index to chattel mortgages, showing names of mortgagor and mortgagee, date and amount of mortgage, and volume and page numbers of mortgage record. Arr. alph. by names of mortgagors and mortgagees. Hdw. 600 pp. 18 x 12 x 3. Recr. vt.

School Funds (See also entries 288, 383-89).

97. SCHOOL FUND MORTGAGES, 1854--. 5 vols. 5 vols. (1-5).

Title varies: School Fund Mortgage Record.

Record of school fund mortgages, showing names of mortgagor and

mortgagee, description and location of property, abstracts, liens, appraiser's statements, and signatures of parties concerned.

Indexed alph. by names of mortgagors and mortgagees. ^{Hdw;} Abstracts, hdw; and liens, typed. 640 pp. 18 x 12 x 3. Recr. vt.

Assignments and Releases

98. RELEASE RECORD, 1895--. 2 vols. (1, and 1 vol. not numbered). Title varies: Recorder's Cash Book.

Record of releases of chattel mortgages, liens, and mechanics' liens, kept to facilitate compiling annual reports and summaries; showing accounts involved in payments to school funds, and amounts of ditch and general improvements. Arr. numerically. Hdw.

Condition fair. 200 pp. 14 x 11 x 2 $\frac{1}{2}$. Recr. off.

99. MORTGAGE RELEASES, 1932--. 33 pigeon holes (A-X, Y^z, and 8 not labeled).

Original mortgage releases, showing dates of recording and satisfaction, amount paid, and certificate of release. No index. 5 x 7 x 2. Recr. off.

100. RECORDER'S RECEIPT, 1935--. 4 vols.

Duplicates of receipts issued by recorder for money received on chattel mortgages, showing dates of recording, satisfaction, filing, and assignment or transfer of mortgage; and names of mortgagor and mortgagee. No index. Hdw. 495 pp. 16 x 9 x 1 $\frac{1}{2}$. Recr. off.

Liens

101. RECORD OF MECHANICS' LIENS, 1873-1904. 1 vol.

Record of mechanics' liens with bill of particulars, showing

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names of lienor and owner; description, location, and valuation of property; amount and number of lien; and notices of intention and satisfaction. Indexed alph. by names of lienors and owners. Hdw. 580 pp. 18 x 12 x 2. Recr. vt.

102. RECORD OF STOCK LIENS, 1890-1905. 1 vol.

Record of stock liens, showing names of owners of sire and dam, dates of service and recording, and guarantee of service. Indexed alph. by names of lienors and owners. Hdw. 440 pp. 16 x 11 x 2. Recr. vt.

Register of Legal Instruments

103. RECORDER'S JOURNAL, 1911--. 7 vols. (4-10). Vols.

1-3, missing.

Record of all instruments filed for recording, showing date of instrument; name of party presenting instrument; date, number, kind, and title of instrument; and date and time delivered. No index. Hdw. 640 pp. 18 x 12 x 3. Recr. off.

104. RECORD OF DISCHARGE, 1865--. 3 vols. (1-2, and 1 vol. not numbered).

Copies of veterans' discharge papers from U. S. Army and Navy service, showing name, service record, and dates of discharge and recording. Indexed alph. by names of veterans. 1865-May 29, 1919, hdw.; 1919--, typed. 500 pp. 15 x 10 x 2. Recr. vt.

For other military records, see entries 67-68.

105. DITCH ASSESSMENTS, 1881-1933. 2 vols. (1-2).

Record of ditch assessments, showing names of owner of land benefited, location and acreage of land, amount assessed, and petition asking for ditch service. Indexed alph. by names of owners. Hdw. and typed. 600 pp. 18 x 12 x 3. Recr. vt.

106. RECORD INHERITANCE TAX, 1914--. 1 vol.

Record of inheritance tax, showing title and total value of estate, amount of proportionate tax due, interest in estate, exemptions, and net amount of tax chargeable against each heir. Indexed alph. by names of estates. Hdw. 300 pp. 14 x 9 x 1. Recr. vt.

For other inheritance tax records, see entries 195-96, 278-79, and 304-6.

107. REGISTER OF FARM NAMES, 1913-29. 1 vol.

Register of farm names, showing names of farm and owner, date filed, description and location of farm, and date and time of recording. No index. Hdw. 400 pp. 18 x 12 x 2. Recr. vt.

108. OLD AGE PENSION CERTIFICATES, 1936--. 1 file box.

Old age pension certificates, showing name and address of pensioner, amount allowed, and date of payment. Arr. alph. by names of pensioners. 10 x 14 x 4 $\frac{1}{2}$. Recr. off.

For other old age pension records, see entries 23, 441.

109. ARTICLES OF INCORPORATION 1935--. 1 file box.

Certificates of admission and revocation for articles of incorporation, showing name of incorporation, amount of capital stock, type of business, and date and purpose of admission or revocation. No index. 10 x 5 x 14. Clk. off.

Abstract

The purpose of this study was to investigate the effect of a 12-week training program on the physical and psychological health of sedentary middle-aged adults. The study was a randomized controlled trial involving 40 participants, aged 40-55 years, who were sedentary and had no history of cardiovascular disease. The participants were randomly assigned to either a training group or a control group. The training group performed a 12-week program of aerobic and resistance training, while the control group remained sedentary. The primary outcome was the change in maximum heart rate (HR_{max}) and the secondary outcome was the change in body mass index (BMI). The results showed that the training group had a significant increase in HR_{max} and a significant decrease in BMI compared to the control group. The findings suggest that a 12-week training program can improve physical and psychological health in sedentary middle-aged adults.

Keywords: Training program, Physical health, Psychological health, Sedentary adults, Middle-aged adults.

1. Introduction Physical inactivity is a leading cause of death and disability worldwide. It is associated with a number of chronic diseases, including cardiovascular disease, diabetes, and obesity. Therefore, it is important to encourage sedentary adults to become more physically active. This study aimed to investigate the effect of a 12-week training program on the physical and psychological health of sedentary middle-aged adults.

2. Methods The study was a randomized controlled trial involving 40 participants, aged 40-55 years, who were sedentary and had no history of cardiovascular disease. The participants were randomly assigned to either a training group or a control group.

The training group performed a 12-week program of aerobic and resistance training, while the control group remained sedentary. The primary outcome was the change in maximum heart rate (HR_{max}) and the secondary outcome was the change in body mass index (BMI).

3. Results The results showed that the training group had a significant increase in HR_{max} and a significant decrease in BMI compared to the control group. The findings suggest that a 12-week training program can improve physical and psychological health in sedentary middle-aged adults.

4. Conclusion A 12-week training program can improve physical and psychological health in sedentary middle-aged adults. The findings suggest that such a program should be recommended to sedentary adults to improve their health.

110. ARTICLES OF INCORPORATION OF INDIANA R. R. ELEC. CORP.

AND CLERK'S BOND, 1935--. 1 lock box.

Articles of incorporation of Indiana Electric Railway Corporation, showing names of company and stock holders, par value of shares, number of shares to each stock holder, and amount of profit, if any. Arr. chron. 10 x 4 $\frac{1}{2}$ x 14. Recr. off.

111. RECORD OF INDENTURES, 1854-90. 1 vol.

Record of agreements made by parents or guardians with persons or firms, to take minors into apprenticeship, showing names of parties to agreement, name of minor, term of indenture, and duration of apprenticeship. Indexed alph. by names of apprentices. Hdw. 400 pp. 16 x 10 x 2. W. stg. rm., bsmt.

112. LIST OF SWAMP LANDS, 1853-54. 1 vol.

Record of swamp lands in Cass County, showing date of purchase; number of certificate; names of purchaser and land; and description, location, and acreage of purchase. No index. Hdw. 8 pp. 17 x 11 x $\frac{1}{4}$. W. stg. rm., bsmt.

Miscellaneous Records

113. MISCELLANEOUS RECORD, 1853--. 27 vols. (1-27).

Records of miscellaneous nature such as: Powers of attorney, patents, mechanics' liens, collection of notes, bills of sale, bonds, leases, chattel mortgages, releases, statements, and consolidations; showing date of instrument, names of principals, terms or conditions of instrument, and consolidations, if any. Indexed alph. by names of principals. 1853-Oct. 8, 1899, hdw.; Oct. 9, 1899--, typed. 600 pp. 18 x 13 x 3. Recr. vt.

Fee and Cash Book

114. RECORDER'S FEE AND CASH BOOK, 1895--. 24 vols. (1-18, and 6 vols. not numbered). Title varies; Recorder's Fee Book.

Record of fees collected for filing and recording of instruments, showing date received, number of instrument, name of payer, total amount collected, and date and amount paid to treasurer.

Arr. chron. Hdw. 640 pp. 18 x 12 x 3. 17 vols., 1895-Dec. 23, 1926, w. stg. rm., bsmt.; 6 vols., Dec. 24, 1926-Dec. 23, 1936, Recr. vt.; 1 vol., Dec. 24, 1936-- , Recr. off.

V. CIRCUIT COURT

The circuit court, established by the Constitution of 1851, consists of one judge and is vested with such jurisdiction as is prescribed by law. The judge is elected by the voters of the circuit for a six-year term. 1/ The twenty-ninth circuit since 1881 has comprised Cass County, and the court is styled "Cass Circuit Court." 2/

When Cass County was organized in 1829, its various parts were, for judicial purposes, attached to the counties from which they had been taken. 3/ Under the authority of the Constitution of 1816 and an act of 1831, the court consisted of a president judge and two associate judges. 4/

From the organization of the county in 1852, probate matters were under the original and exclusive jurisdiction of a probate court. 5/ From 1853 to 1873 probate matters and certain other criminal and civil cases were under the jurisdiction of the court of common pleas. 6/ When this court was abolished in 1873, all jurisdiction was transferred to the circuit court. 7/

The circuit court has original exclusive jurisdiction in all cases at law and equity whatsoever, criminal cases, actions for divorce, and settlement of decedents' estates and guardianships, except as exclusive or concurrent jurisdiction is conferred by law upon justices of the peace. 8/ It has exclusive jurisdiction in all matters relating to children. In hearing such cases, it sits as the juvenile court. 9/ It has such appellate jurisdiction as is conferred by law. It also has jurisdiction of all other

causes, matters, and proceedings, where exclusive jurisdiction thereof is not conferred upon some other court, board, or officer. 10/

The court has power to make all proper judgments, sentences, decrees, orders, and injunctions; to issue all process; 11/ and to adopt rules for conducting its business. 12/ The order of business is, in precedence, as follows: Probate cases, criminal cases, and civil cases. 13/

The chief officers of the court are the sheriff, the prosecuting attorney, and the clerk of the circuit court. The sheriff attends upon the court and serves all process directed to him therefrom. 14/ The prosecuting attorney prosecutes the pleas of the state in the court. 15/ The clerk of the circuit court draws up each day's proceedings at full length in the proper order book which is signed by the circuit judge. 16/ All causes are filed and entered in the office of the clerk of the circuit court, and numbered in consecutive order as filed. 17/ The clerk is also charged by statute with the duty of keeping and preserving the official records of the court. 18/

All the records are located in the courthouse.

1/ Const., art. 7, secs. 1, 8-9. Acts 1881 (Spo. Sess.); Burns 4-301; Baldwin 1395.

2/ Acts 1911; Burns 4-332; Baldwin, 1935 suppl., 1415-1. Acts 1881 (Spo. Sess.); Burns 4-302; Baldwin 1396.

3/ Acts 1830, ch. 24, sec. 2.

4/ Const. 1816, art. 5, sec. 3. Acts 1831, ch. 22, secs. 1-2.

5/ Acts 1829, ch. 26, secs. 1-2.

6/ 2 Rev. Stat. 1852, pt. 1, ch. 8, secs. 4, 11, 14, 43.

7/ Acts 1873; Burns 4-328; Baldwin 1417.

8/ Const., art. 7, sec. 8. Acts 1881 (Spo. Sess.); Burns 4-303, 6-101; Baldwin 1397, 3011.

9/ Acts 1903, 1913, 1931, 1935, 1937; Burns, 1937 suppl., 9-2801; Baldwin, 1937 suppl., 1759.

- 10/ Acts 1881 (Sp. Sess.); Burns 4-303; Baldwin 1397.
11/ 2 Rev. Stat. 1852; Burns 4-307; Baldwin 1400.
12/ 2 Rev. Stat. 1852; Burns 4-313; Baldwin 1406.
13/ Acts 1881 (Sp. Sess.); Burns 2-1106; Baldwin 182.
14/ 2 Rev. Stat. 1852; Burns 49-2802; Baldwin 5494.
15/ 2 Rev. Stat. 1852; Burns 49-2501; Baldwin 5456.
16/ 2 Rev. Stat. 1852, Acts 1885, 1933; Burns 4-324;
Baldwin 1413.
17/ Acts 1881 (Sp. Sess.); Burns 2-1053; Baldwin 158.
18/ 2 Rev. Stat. 1852; Burns 49-2706; Baldwin 1433.

Civil Causes
(see also entries 240, 257)

115. CIVIL COURT CASES, 1829--. 721 file boxes.

Legal papers in civil court cases, showing dates of filing charge, warrant, summons, and return; names of plaintiff and defendant; cause and warrant numbers; nature of complaint; and disposition. Indexed alph. by names of plaintiffs. 14 x 10 x 5. Clk. vt.

116. CIVIL COURT CASES PENDING, 1930--. 296 pigeon holes; 1 cabinet.

Documentary record of civil court cases pending, showing date; cause number; names of plaintiff and defendant; dates of appearance, motion, and mandate; and proceedings. Indexed alph. by names of plaintiffs. 6 x 4 x 1. Circuit ct. rm., 2nd floor.

117. GENERAL INDEX, 1865--. 6 vols. (1-2, 2-3, 3-4).

General index to fee book, showing case number, dates of filing and complaint, names of plaintiff and defendant, amount of judgment, disposition, and volume and page references to order and fee books. Arr. alph. by names of plaintiffs. Hdw. Condition fair. 600 pp. 18 x 12 x 3. Clk. vt.

118. ASSIGNMENT RECORD, 1864-1932. 5 vols. (1-4, and 1

vol. not numbered). Title varies: Record Assignments.

Record of personal and real property assigned to creditors, showing date, names of creditor and debtor, nature of assignment, amount, itemized statement of assets and liabilities of assignor, and appraisement of property. Arr. chron. Hdw. 640 pp.

18 x 13 x 3. 1 vol., 1864-Mar. 14, 1901, Clk. stg. rm., bsmt.;

4 vols., Feb. 14, 1873-1932, Clk. vt.

119. INDEX AND RECORD OF RECEIVERSHIPS AND ASSIGNMENTS,

1912-13. 1 vol.

Record of receiverships and assignments, showing date; names of firm, corporation, receiver, and claimant; address; case number; value of property; date; amount and allowance of claim; order, docket, and page numbers; and number of receipt. Arr. chron. Hdw. Condition fair. 800 pp. 17 x 16 x 3 3/4. Clk. vt.

For subsequent records, see entry 135.

120. RECEIVERSHIP, 1936--. 1 file box. (1354).

Petitions to convey property to creditors in cases of receivership, showing date of appointment, name of receiver, location and description of property, and amount offered. No index. 14 x 10 x 5. Clk. vt.

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121. DITCH PAPERS, 1884-1933. 10 file boxes. 1922-28, missing.

Original petitions and contracts for ditches, showing date, name of petitioner, proceedings, amount of assessment and benefit to land, plans and specifications, remonstrances, petition to strike out remonstrance and reason, plea in abatement, purpose and disposition, contractor's bond, amount, obligation, names of contractor and bondsman, date of claim, amount, number, date of approval, and notices of filing and to vacate. No index. 14 x 10 x 5. Clk. vt.

122. CLAIMS IN CASE NO. 20189, 1926. 1 file box.

Claim in bankruptcy of case number 20189, showing date, names of creditor and debtor, and amount of indebtedness. No index. 14 x 10 x 5. Clk. vt.

123. RESTRAINING ORDERS, 1926-29. In Execution Papers, entry 162.

Orders of restraint, showing date, names of plaintiff and defendant, nature of complaint, appearance date, and sheriff's fees. No index. 14 x 10 x 5. Clk. vt.

124. ARTICLES OF APPROPRIATION, 1855-74. In Articles of Association and Appropriation, entry 58.

Articles of appropriation of land to build railroads, showing date of petition, names of petitioner and railroad company, and date filed.

Sanity Causes

125. INSANE RECORD, 1860-1934. 11 vols. (1, 1-9, and 1 vol. not numbered).

Record of applications for commitment to asylum, showing date; names of patient, medical examiner, and witness; report of examiner; and statement of costs. Indexed alph. by names of patients. Hdw. 475 pp. 16 x 11 x 2. Clk. vt.

126. INSANITY PAPERS, 1879-1932. 13 file boxes (58, 59, 69, 967, 1208, 1216, 1240, and 6 boxes not numbered).
1902-6, 1911-13, 1915-17, 1920-23, missing.

Legal papers pertaining to sanity inquests, medical examinations, clothing requisitions, and commitment discharges; showing date of inquest, warrant number, name and age of patient, duration of illness, verdict, medical examination, physician's certificate number, clothing requisition number, kinds of material and clothing, cost, and date of discharge. No index. 14 x 10 x 5. Clk. vt.

Naturalization

127. RECORD OF DECLARATION OF INTENTION, 1854-1929. 7 vols. (1-4, and 3 vols. not numbered).

Record of declaration of intention to become a citizen of the United States, showing date; name, residence, age, occupation, and personal description of applicant; last foreign residence; date and place of arrival in United States; and name of court hearing case. Indexed alph. by names of aliens. Hdw. 450 pp. 16 x 10 x 3. Clk. vt.

1. The first part of the report is devoted to the general situation in the country.

2. The second part is devoted to the results of the work.

3. The third part is devoted to the conclusions and recommendations. The fourth part is devoted to the bibliography. The fifth part is devoted to the appendixes. The sixth part is devoted to the index.

4. The seventh part is devoted to the summary.

5. The eighth part is devoted to the conclusions.

6. The ninth part is devoted to the recommendations.

7. The tenth part is devoted to the bibliography. The eleventh part is devoted to the appendixes. The twelfth part is devoted to the index. The thirteenth part is devoted to the summary. The fourteenth part is devoted to the conclusions. The fifteenth part is devoted to the recommendations.

16. The sixteenth part is devoted to the conclusions. The seventeenth part is devoted to the recommendations. The eighteenth part is devoted to the bibliography. The nineteenth part is devoted to the appendixes. The twentieth part is devoted to the index.

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10. The tenth part is devoted to the conclusions. The eleventh part is devoted to the recommendations. The twelfth part is devoted to the bibliography. The thirteenth part is devoted to the appendixes. The fourteenth part is devoted to the index.

128. PETITION AND RECORD, 1907-29. 3 vols.

Record of petitions to become naturalized citizens of the United States, showing dates of petition and declaration of intention; name, age, birthplace, occupation, and present address of petitioner; ports of embarkation and arrival; name of vessel; names of witnesses and court; and order granting or denying citizenship. Indexed alph. by names of petitioners. Hdw. 200 pp. 18 x 12 x $1\frac{1}{2}$. Clk. vt.

129. NATURALIZATION PAPERS, 1864-1922. 2 file boxes.

1889-1916, missing.

Legal papers pertaining to declarations of intention of aliens to become citizens of the United States, showing name, age, birthplace and present address of alien; and dates of embarkation and arrival. No index. 14 x 10 x 5. Clk. vt.

130. NATURALIZATION RECORD, 1848-1906. 1 vol.

Record of citizens' naturalization certificates, showing dates of certificate and declaration of intention, names of applicant and witness, and country of emigration. Indexed alph. by names of applicants. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

131. FINAL NATURALIZATION RECORD, 1870-76. 1 vol.

Record of applications of foreigners to become citizens of the United States, showing dates of declaration of intention and application, names of applicant and witnesses, and nationality. Indexed alph. by names of applicants. Hdw. 540 pp. 18 x 12 x $2\frac{1}{2}$. Clk. vt.

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Civil Proceedings
(see also entries 242-47, 259-63)

Entry (see also 170-73)

132. ENTRY, ISSUE DOCKET, AND FEE BOOK, 1912--. 36 vols.
(13-48).

Entry, Issue Docket, and Fee Book. Contains: Entry and Issue Docket and Fee Book, Civil, entry 133; Entry and Issue Docket and Fee Book, Criminal, entry 170. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

133. ENTRY AND ISSUE DOCKET AND FEE BOOK, Civil, 1912--.

In Entry, Issue Docket, and Fee Book, entry 132.

Record of cases filed, cases pending, and fees collected; showing date, case number, names of plaintiff and defendant, nature of cause, court proceedings, and amount of fees.

134. ENTRY DOCKET, 1852-1912. 13 vols. (1-13).

Calendar of cases entered. Contains: Entry Docket, Civil, entry 135.* Entry Docket, Criminal, entry 171. Arr. chron., and thereunder by cause numbers. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

135. ENTRY DOCKET, 1852-1912. In Entry Docket, entry 134.

Entry of causes, showing cause number; dates of filing and issuing processes; names of plaintiff, defendant, and attorneys; and disposition.

136. ISSUE DOCKET, 1838-81. 22 vol. (C-F, H, 10-11, 13-21, 23-26, and 2 vols. not numbered). Mar. 1878-Mar. 1879, missing.

Record of issues and pleadings. Contains: Issue Docket Civil, entry 137; Issue Docket Criminal, entry 172. Arr. chron. Hdw. Condition fair. 500 pp. 18 x 12 x 2 $\frac{1}{2}$. W. stg. rm., bsmt.

Circuit Court

137. ISSUE DOCKET, Civil, 1838-81. In Issue Docket, entry 136. Record of issues and pleadings in civil causes, showing date recorded; names of plaintiff, defendant, and attorneys; cause number; issue, pleadings, and proceedings; order book reference; and writs issued.

Trial (see also entry 174)

138. COURT DOCKET, 1860--. 152 vols. (4-9, 11-94, 96-119, 122-127, 129, 132-143, 145-149, 151-155, and 9 vols. not numbered). Vols. 1-3, prior to 1860; 10, 1870-71; 95, 1894-95; 120-21, 1900-1901; 1902-04; Jan.-Sept. 1907; 1908-1909, missing.

Record of court proceedings, showing dates filed and process issued; cause number; names of plaintiff, defendant, and attorney; sheriff's return; and action of court. Arr. chron. by terms of court. Hdw. Condition fair. 700 pp. 14 x 12 x 3 $\frac{1}{2}$. 1 vol. 1860-Oct. 1862, Clk. stg. rm., bsmt.; 142 vols. Oct. 1862-Dec. 5, 1917, Clk. vt.; 9 vols., Dec. 5, 1917--., Cir. ct. rm.

139. DITCH DOCKET, 1881-1935. 1 vol. (4). Vols. 1-3, prior to 1881, missing.

Record of ditch litigations, showing date; case number; names of plaintiff, defendant, attorneys, and ditch; nature of litigation; and disposition. Indexed alph. by names of ditches. Hdw. 590 pp. 18 x 12 x 2 $\frac{3}{4}$. Judge's bench.

140. ORDER BOOK, 1829--., 109 vols. (1, A-Z, 1-82).

Record of court's orders in civil and criminal cases. Contains: Order Book, Civil, entry 141; Order Book, Criminal, entry 174. Vols. 1 and A, no index; vols., B-Z, 1-82, indexed alph. by names of plaintiffs and defendants. 1829-1906, hdw.; 1906--., typed. 640 pp. 18 x 12 x 3. Clk. vt.

141. ORDER BOOK, Civil, 1829--.. In Order Book, entry 140.

Record of civil cases, showing names of plaintiff and defendant; proceedings of court; and dates of order, execution, and disposition.

142. DITCH RECORD, 1883--.. 9 vols. (1-9). Title varies:

Ditch Order Book.

Record of proceedings and action of drainage commissioners in ditch cases, showing names of petitioners, viewer, and land owner; condition, description and location of land; viewer's and commissioners' reports; proceedings; and orders. Indexed alph. by names of petitioners. 1883-Feb. 6, 1907, hdw.; Feb. 11, 1907--., typed. 600 pp. 18 x 12 x 3. Clk. vt.

Disposition (see also entries 175-77)

143. JUDGMENT DOCKET, 1829-99. 18 vols. (1, A-R).

Record of judgments rendered. Contains: Judgment Docket, entry 143A; Judgment Docket, entry 175. Arr. alph. by names of plaintiffs. Hdw. 640 pp. 18 x 12 x 3. Clk. vt.

143A. JUDGMENT DOCKET, Civil, 1829-99. In Judgment Docket, entry 143.

Record of judgments rendered, showing date; cause number; names of plaintiff, defendant, and attorneys; amount, cost, and satisfaction of judgment; and date of execution.

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144. GENERAL INDEX OF JUDGMENTS, 1888--. 4 vols. (2-3, 2-3).
General Index to civil and criminal judgments. Contains: General Index of Judgments, Civil, entry 145; General Index of Judgments, Criminal, entry 176. Arr. alph. by names of judgment debtors. Hdw. Condition poor. 600 pp. 18 x 12 x 2 $\frac{1}{2}$. Clk. vt.

145. GENERAL INDEX OF JUDGMENTS, 1888--. In General Index of Judgments, entry 144.

General index to judgment records, showing date of judgment, cause number, names of judgment debtor and creditor, dates of execution and satisfaction, and volume and page references to order and fee books.

146. TRANSCRIPTS, 1839--. 15 file boxes. 1840-63, 1871-76, 1880-97, 1899-1905, 1915-19, missing.

Transcripts of judgments and decrees, showing date; names of plaintiff, defendant, and judge; amount of judgment; and nature of decree. No index. 14 x 10 x 5. Clk. vt.

147. GENERAL INDEX COMPLETE RECORDS, 1829-1903. 1 vol.
Index to complete records of the court. Contains: General Index Complete Records, Civil, entry 148; Complete Records, Criminal, entry 177. Arr. alph. by names of plaintiffs. Hdw. 640 pp. 18 x 12 x 3. Clk. vt.

148. GENERAL INDEX, COMPLETE RECORDS, 1829-1903. In General Index to Complete Records, entry 147.

General index to complete records of civil cases, showing date, title of case, names of plaintiff and defendant, nature and cause of action, and record and page numbers; complete record of court

proceedings in civil cases from commencement to conclusion, showing date of action; names of plaintiff, defendant, judgment debtor and creditor, witnesses, and attorneys; issues; pleadings; cause and case numbers; proceedings; orders; writs; judgments; decrees; opinions; and papers in executions.

Executions (see also entries 248, 265-67)

149. EXECUTION DOCKET, 1829---. 36 vols. (1-36). Title varies: Execution Book.

Record of execution writs issued to sheriff, showing dates of delivery, issue, and officer's return; nature and number of writ; and amounts of judgment, interest, and cost. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

150. EXECUTIONS, 1832---. 51 file boxes. 1833-36, 1848-54, 1900-1906, missing.

Duplicates of execution writs issued to sheriff, showing date, names of plaintiff and defendant, amounts of judgment and levy, and date of return. No index. 14 x 10 x 5. Clk. vt.

151. PRECIPE BOOK, 1897---. 4 vols. (4, and 3 vols. not numbered). Title varies: Praecipe Record.

Record of precipes issued to clerk for writs of summons and subpoenas, showing date of writ; names of plaintiff, defendant, witnesses, and judge; cause number; and return made by process server. Arr. chron. Hdw. Condition fair. 300 pp. 14 x 9 x 1 $\frac{1}{2}$. 3 vols., 1897-1932, Clk. vt.; 1 vol., May 11, 1932---, Clk. off.

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152. LIS PENDENS RECORD, Sheriff's Certificates, 1881--.

2 vols. (2, and 1 vol. not numbered).

Record of property sold by court order, showing date and amount of judgment, amount of costs, total amount, notice and date of sale, and date of certificate. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

153. LIS PENDENS RECORD, Redemptions, 1883-1934. 2 vols.

(2, and 1 vol. not numbered).

Record of property redeemed after sale has been ordered by court, showing cause number, names of plaintiff and defendant, dates and amounts of judgment and satisfaction, and sheriff's return. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

154. LIS PENDENS RECORD, Sheriff's Notices, 1901-27. 1 vol.

Record of sheriff's notices of attachment of property by court order, showing date, cause number, names of plaintiff and defendant, and description and location of property. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

155. LIS PENDENS RECORD, Complaints, 1876--. 1 vol.

Record of complaints filed involving property in litigation, showing date, cause number, names of plaintiff and defendant, and description and location of property. Indexed by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

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156. SHERIFF'S CERTIFICATE OF SALE, 1877-1905. 1 file box. Sheriff's certificate of sale, showing dates of decree, order, judgment, publication, and sale; names of plaintiff, defendant, and purchaser; case and order numbers; amounts of judgment; cost and interest; and location and description of property. No index. 14 x 10 x 5. Clk. vt.

157. AFFIDAVIT AND STATEMENT IN REDEMPTION, 1881-90.

In Clerk's Papers, entry 65.

Affidavits in redemption of property sold by court order, showing date of sale, name of plaintiff and defendant, description of property, amount, date, and number of redemption certificate.

158. APPLICATION AND CERTIFICATES OF REDEMPTION, 1879-81.

1 vol.

Record of applications for certificates of redemption of real estate, showing date of application and certificate of redemption, names of plaintiff, defendant, and purchaser; amounts of judgment, cost, interest, and payment; description of property; and certificate number. Indexed alph. by name of plaintiff and defendant. Hdw. Condition fair. 580 pp. 16 x 12 x $2\frac{1}{2}$. Clk. vt.

159. SUPPORT DOCKET, 1912--. 3 vols. (1-3).

Record of money paid for support by court order, showing dates received and disbursed; names of plaintiff and defendant; receipt, cause, and docket number; and amount. Indexed alph. by name of plaintiff. Hdw. Condition fair. 320 pp. 16 x 12 x $1\frac{3}{4}$. 2 vols., 1912-- Sept. 9, 1934; Clk. vt.; 1 vol., Sept. 10, 1934-- Clk. off.

160. CITATIONS, 1926-32. In Execution Papers, entry 162.

Citations issued to sheriff for summons to court, showing dates of issued, service, and appearance; name of person summoned; and sheriff's fees.

161. SUBPOENAS, SUMMONS, 1911-33. 6 file boxes.

Subpoenas and summonses for sheriff's service, showing date, names of plaintiff and defendant, nature of charges, service and appearance dates, and sheriff's fees. No index. 14 x 10 x 5. Clk. vt.

162. EXECUTION PAPERS, 1893-1933. 5 file boxes.

Indictments and writs. Contains: Bench Warrants, entry 163; Indictments, entry 169; Jurymen Drawn, entry 227; Jury Reports, entry 228; Restraining Orders, entry 123; Citations, entry 160. No index. 10 x 5 x 14. Clk. vt.

163. BENCH WARRANTS, 1893-1933. In Execution Papers, entry 162.

Bench warrants for arrests, showing date, name of defendant, and nature of charges, date served, and sheriff's fees.

164. SUBPOENAS FOR ESTATE CASES, 1830-72. 1 file box.

Subpoenas, showing date; names of plaintiff, defendant, and witness; nature of complaint; notice to prosecuting attorney; information of witnesses; and inventory of estate. No index. 14 x 10 x 5. Clk. vt.

The first thing I noticed when I stepped out
 into the bright sunlight was a sense of relief.
 After a long, dark night, the world felt like a
 new beginning.

I took a deep breath and felt the sun on my face.

The air was warm and the light was golden.
 It was a beautiful sight, and I felt like I was
 starting over.

I walked slowly, taking in the sights and sounds of the world.

I felt like I was in a dream, and I was not sure if I was awake.

I looked up at the sky and saw the sun shining brightly.
 It was a beautiful sight, and I felt like I was
 starting over.

I felt like I was in a dream, and I was not sure if I was awake.

I took a deep breath and felt the sun on my face.

The air was warm and the light was golden.

I walked slowly, taking in the sights and sounds of the world.

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I looked up at the sky and saw the sun shining brightly.

It was a beautiful sight, and I felt like I was starting over.

I felt like I was in a dream, and I was not sure if I was awake.

I took a deep breath and felt the sun on my face.

165. WRIT OF HABEAS CORPUS, not dated. 2 file boxes (1330, and 1 box not numbered).

Habeas corpus papers, showing date, names of plaintiff and defendant, and time set for appearance. No index. 14 x 10 x 5. Clk. vt.

Criminal Causes

166. [STATE CIRCUIT COURT CASES], 1896---. 39 file boxes. Legal papers pertaining to state cases, showing date; cause number; names of plaintiff, defendant, and witnesses; nature of charge; court proceedings; and disposition. Indexed alph. by names of defendants. 14 x 10 x 5. Clk. vt.

167. GENERAL INDEX STATE CASES, 1903---. 2 vols. (1-2). General index to state cases, showing date of judgment, case number, names of plaintiff and defendant, and volume and page references to order and fee books. Arr. alph. by names of defendants. Hdw. 650 pp. 18 x 13 x 3. 1 vol. 1911-Sept. 6, 1935, Clk. vt.; 1 vol., 1935---, Clk. off.

Indictments

168. INDICTMENT RECORD, 1853---. 15 vols. (2-15, and 1 vol. not numbered). Title varies: Record of Indictment. Record of indictments, showing date; names of defendant, witnesses, and prosecutor; nature of charge; number of case; and amount of cost. Indexed alph. by names of plaintiffs and defendants. 1853-Nov. 20, 1903, hdw.; Nov. 21, 1903---, typed. 600 pp. 18 x 13 x 3. 14 vols., 1863-Mar. 1917, Clk. vt.; 1 vol., Sept. 1917---, Clk. off.

169. [INDICTMENTS], 1893-94. In [Execution Papers], entry 162.

True bill of indictments, showing date; names of plaintiff, defendant, prosecutor, and jurors; and verdict of jury.

Criminal Proceedings

Entry (see also entries 132-37)

170. ENTRY AND ISSUE DOCKET AND FEE BOOK, Criminal, 1912--.

In Entry, Issue Docket, and Fee Book, entry 132.

Record of cases filed, cases pending, and fees collected; showing date, case number, names of plaintiff and defendant, nature of cause, court proceedings, and amount of fees.

171. ENTRY DOCKET [Criminal], 1852-1912. In Entry Docket, entry 134.

Entry of causes, showing cause number; dates of filing and issuing processes; names of plaintiff, defendant, and attorneys; and disposition.

172. ISSUE DOCKET, Criminal, 1838-81. In Issue Docket, entry 136.

Record of issues and pleadings in criminal causes, showing date recorded; names of plaintiff, defendant, and attorneys; cause number; issues; pleadings; proceedings; order book reference; and writs issued.

the *Journal of the American Medical Association*, 1910, 10: 1000.

and

Journal of the American Medical Association, 1910, 10: 1000.

and *Journal of the American Medical Association*, 1910, 10: 1000.

Journal of the American Medical Association.

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Journal of the American Medical Association, 1910, 10: 1000.

Journal of the American Medical Association, 1910, 10: 1000.

Journal of the American Medical Association, 1910, 10: 1000.

Journal of the American Medical Association.

173. CRIMINAL DOCKET, 1885--. 5 vols. (1, and 4 vols. not numbered). Feb. 24, 1903-Dec. 7, 1931, missing.

Record of criminal cases, showing date; case number; names of plaintiff, defendant, and attorneys; and nature of crime.

Indexed alph. by names of defendants. Hdw. 640 pp. 18 x 12 x $2\frac{1}{2}$.

4 vols., 1885-Feb. 23, 1903, w. stg. rm., bamt.; 1 vol.,

Dec. 8, 1931--, Clk. off.

Trial (see also entries 138-42)

174. ORDER BOOK, Criminal, 1829--. In Order Book, entry 140.

Record of criminal cases, showing names of plaintiff and defendant; proceedings of court; and dates of order, execution, and disposition.

Disposition (see also entries 143-48)

175. JUDGMENT DOCKET [Criminal], 1829-99. In Judgment

Docket, entry 143.

Record of judgments rendered, showing date of judgment; names of plaintiff, defendant, witnesses, attorneys, and judgment debtor and creditor; decrees in judgment; writs of execution; sheriff's return; and satisfaction.

176. GENERAL INDEX OF JUDGMENTS, Criminal, 1888--. In

General Index of Judgments, entry 144.

General index to judgment records, showing date of judgment, cause number, names of judgment debtor and creditor, dates of execution and satisfaction, and volume and page references to order and fee books.

177. GENERAL INDEX COMPLETE RECORD, Criminal, 1829-1903.

In General Index Complete Records, entry 147.

Complete record of proceedings in criminal court from beginning to conclusion of cases, showing date of action; names of plaintiff, defendant, judgment debtor and creditor, witnesses, and attorneys; issues; pleadings; cause and case numbers; proceedings; orders; writs; judgments; decrees; opinions; and papers in execution.

Probate Causes

All probate causes of Cass County are under the exclusive jurisdiction of the Cass Circuit Court. This court has had this jurisdiction since the court of common pleas was abolished in 1873.

At the organization of the county in 1829, the probate court of Cass County was established under a law of 1829, which placed probate matters in a separate court, consisting of one judge, elected by the voters of the county for a term of seven years. It had original and exclusive jurisdiction in matters relating to probate of wills; granting letters of administration; settlement of decedents' estates; appointment of guardians for minors and persons of unsound mind; and approval of bonds of guardians, administrators, and ex-exutors.1/

In 1852 the legislature abolished the probate court 2/ and created the "Court of Common Pleas of Cass County", 3/ The court of common pleas had original and exclusive jurisdiction of probate causes, except in special cases where concurrent jurisdiction was given to the circuit court or to some other court. 4/

The legislature in 1873 abolished the court of common pleas and transferred its jurisdiction to the circuit court, 5/ and all the records of the court of common pleas were transferred to the circuit court. 6/

The clerk of the circuit court was the clerk of the probate court 7/ and the clerk of the common pleas court. 8/

All records pertaining to probate causes are filed and preserved in the office of the clerk of the circuit court. 9/

- 1/ Acts 1829, ch. 26, secs. 1-2, 5, 8.
- 2/ 1 Rev. Stat. 1852, ch. 92, sec. 1. 2 Rev. Stat. 1852, pt. 1, cn. 8, sec. 43.
- 3/ 2 Rev. Stat. 1852, pt. 1, ch. 8, secs. 1, 3, 27.
- 4/ Ibid., secs. 4-5, 7.
- 5/ Acts 1873; Burns 4-328; Baldwin 1417.
- 6/ Acts 1873, ch. 29, sec. 81.
- 7/ Acts 1829, ch. 26, sec. 3.
- 8/ 2 Rev. Stat. 1852, pt. 1, ch. 8, sec. 25.
- 9/ Acts 1829, ch. 26, sec. 3; 2 Rev. Stat. 1852, pt. 1, ch. 8, sec. 26, 2 Rev. Stat. 1852; Burns 49-2706, 49-2721; Baldwin 1433, 1441, Acts 1873, cn. 29, sec. 81.

Estate Cases

178. INDEX OF ESTATES, 1831--. 1 vol.

Index to estates, showing number and name of estate, final report, file box number, Appearance Docket and Fee Book, and volume and page numbers. Arr. alph. by names of estates. Hdw. 636 pp. 18 x 12 x 2 3/4. Clk. vt.

179. PROBATE COURT CASES, 1829--. 455 file boxes (numbering varies).

Legal papers pertaining to settlement of estates, showing date; case number; names of plaintiff, defendant, administrator, appraiser, heirs, and estate; location and description; value; amount of inheritance tax; itemized statement of assets and liabilities; date and amount of personal and real property sales; and final reports of settlement and disposition. Indexed alph. by names of decedents. 14 x 10 x 5. Clk. vt.

180. PROBATE COURT CASES PENDING, 1931--. 161 bdls.

Papers of probate cases pending, showing date; names of administrator, heirs, and estate; location, description, and value of property; amount of inheritance tax; petition for claims; appraiser's report; acceptance of trust; administration applications; inventory; and sale of personal property. Arr. alph. by names of plaintiffs. 4 x 7 x 1 $\frac{1}{2}$. Steel cabinet, court rm.

181. ESTATE LESS THAN \$500. 1900-1913. 1 file box.

Papers of estates less than \$500, showing date; names of widow, appraiser, and estate; location and description of property; value; inventory; and appraisement for settlement. No index. 14 x 10 x 5. Clk. vt.

182. WILL RECORD, 1831--. 13 vols. (1-13). Title varies; Record of Wills.

Record of wills, showing date; names of deceased, executor, witness, and attorneys; amount of bond; and copy of last will and testament. Indexed alph. by names of testators. 1831-Apr. 4, 1909, hdw.; Apr. 5, 1909--, typed. 500 pp. 18 x 12 x 2. Clk. vt.

183. WILLS, 1838-1911. 8 file boxes.

Original wills and testaments, showing date; names of testator, heirs, and witnesses; proof of will; and location and description of property. No index. 14 x 10 x 5. Clk. vt.

184. CASE PAPERS, 1859--. 13 file boxes.

Quiet title executions and fee bills. Contains: Quiet Titles, entry 185; Fee Bills, entry 232. No index. 10 x 5 x 14. Clk. vt.

185. QUIET TITLE, 1933--. In Case Papers entry 184 $\frac{1}{2}$.

Papers of quiet titles of county, showing date; names of plaintiff, defendant, heirs, and attorneys; and location and description of property.

186. CLERK'S REPORTS OF WILLS PROBATED, Vacation, Oct. to Nov.

1881. 1 vol.

Record of actions on wills probated during vacation of court, showing dates of wills and filing; names of testator, witnesses, heirs, and executor; appraisal of estate; approval of bond; and court order.

Arr. alph. by names of testators. Hdw. 588 pp. 18 x 12 x 2 $\frac{3}{4}$

Clk. vt.

187. ADMINISTRATOR'S BONDS, OATHS, AND LETTERS, 1849--. 17 vols.

(2-16, and 1 vol. not numbered). Nov. 1849-Dec. 1871, missing.

Title varies: Probate Bonds and Oaths.

Record of administrators' bonds, oaths, and letters; showing names of administrator and surety; amount and conditions of bond; names of deceased, witnesses, and clerk; seal; and date. Indexed alph. by names of estates. Hdw. 550 pp. 18 x 12 x 2 $\frac{1}{2}$. Clk. vt.

188. ADMINISTRATOR'S ADDITIONAL BONDS, 1877--. 2 vols. (1-2).

Record of administrators' bonds, showing date, names of administrator and bondsman, bond number, amount, condition of obligation, and financial statement of bondsman. Indexed alph. by names of administrators. Hdw. 696 pp. 17 x 15 x 2 $\frac{1}{2}$. Clk. vt.

189. ADMINISTRATOR'S BOND, 1851-84. 4 file boxes (426-29).

Applications for letters of administration, showing date; names of administrator, bondsman, and estate; date of death of owner; value of estate; bond number; amount; and condition of obligation. No index. 14 x 10 x 5. Clk. vt.

190. EXECUTORS' BONDS, OATHS, AND LETTERS, 1853--. 6 vols.

(1-6). Title varies: Probate Executive Bond, Oaths and Letters.

Record of executor's bonds, oaths, and letters; showing date; names of executor, estate, and bondsman; amount of bond; and financial statement of bondsman. Indexed alph. by names of estates. Hdw. 587 pp. 18 x 13 x 3. Clk. vt.

191. EXECUTOR'S BOND AND OATH, 1851-84. 4 file boxes (426-29).

Oaths and bonds of executors in state cases, showing date; names of executor, surety, and deceased; date of death; value of estate; date and amount of bond, and condition of obligation. No index. 14 x 10 x 5. Clk. vt.

192. ADMINISTRATORS, EXECUTORS AND GUARDIANS BONDS FOR THE SALE OF REAL ESTATE, 1854-57. 1 vol.

Record of administrators', executors' and guardians' bonds for selling real estate, showing date; names of administrator, executor, guardian, and bondsman; date and amount of bond; and condition of obligation. Arr. chron. Hdw. 480 pp. 16 x 11 x 2. Clk. attic stg. rm.

193. INVENTORY RECORD, 1852--. 18 vols. (1-18).

Record of appraisers' itemized statements of real and personal property

for estates, showing date of inventory; assets, liabilities, and interest; names of appraiser, creditor, and estate; value of estate; and nature of indebtedness if any. Indexed alph. by names of deceased. 1852-June 21, 1934, ndw.; June 22, 1934--, typed. 625 pp. 18 x 13 x 3. Clk. vt.

194. SALE BILL RECORD, Probate, 1852--. 7 vols. (1-7).

Title varies: Sale Record; Sales Record.

Record of personal property sales for estates, showing date; names of deceased, administrator, and purchaser; itemized description of property; unit price; and total amount of sale. Indexed alph. by names of estates. Hdw. 590 pp. 18 x 13 x 2 3/4. Clk. vt.

195. INHERITANCE AND TRANSFER TAX RECORD, 1913-~~1916~~. 1 vol.

Record of inheritance and transfer tax of estates, showing date; names, ages, residences, and relationship of heirs; value of real and personal property, and life estate; term on income, interest, and annuities; total assessed; exemptions; amount of tax and accrued interest; and date of payment. No index. Hdw. Condition fair. 480 pp. 18 x 24 x 2. Clk. stg. rm., bsmt.

For other inheritance tax records, see entries 106, 196, 278-79, 304-6.

196. INHERITANCE TAX, 1919-24. 1 file box.

Appraiser's reports, showing dates of death of owner, notice, and report; names of appraiser, heirs, deceased, and attorneys; relationship of heirs; description, location, and value of property; and itemized statement of indebtedness and expense. No index. 14 x 10 x 5. Clk. vt.

For other inheritance tax records, see entries 106, 195, 278-79, 304-6.

Guardianship Cases

197. PROBATE GUARDIANSHIPS, 1860--. 134 file boxes.

Record of guardian's reports, showing date; decision of court; sheriff's writs and fees; guardians' additional bond; date, number, and amount; names of guardian, bondsman, ward, and appraiser; and description and appraisal value of property. Indexed alph. by names of wards. 14 x 10 x 5. Clk. vt.

196. INDEX TO GUARDIANSHIPS, 1837-1918. 2 vols. (1-2).

Index to guardianship cases, showing letters of guardianship, final report, and file box and Fee Book volume and page numbers. Arr. alph. by names of guardians. Hdw. 630 pp. 18 x 13 x 3. 1 vol., 1837-1918, Clk. vt.; 1 vol., not dated, Clk. off.

199. GUARDIAN'S BOND AND OATH, 1847--. 11 vols. (2-11, and 1 vol. not numbered). Aug. 28, 1849-June 20, 1853, missing. Title varies: Guardian's Bonds, Oaths and Letters; Guardian's Bond Record.

Record of guardians' bonds, oaths, and letters; showing names of guardian, ward, and estate; date, number, amount, and conditions of bond; and name of surety. Indexed alph. by names of wards. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

For records from 1853-72, see entry 249.

200. GUARDIAN'S ADDITIONAL BONDS, 1876--. 2 vols. (1-2).

Record of guardian's additional bonds to sell property of estates, showing date; names of guardian, ward, and bondsman; and number, amount, and condition of bond. Indexed alph. by names of estates. Hdw. 698 pp. 17 x 15 x 2 $\frac{1}{2}$. Clk. vt.

201. GUARDIAN'S BONDS, 1851-84. 4 file boxes (426-29).

Original surety bonds of guardians, showing date; names of guardian, ward, and surety; and number, amount, and conditions of bond. No index.

14 x 10 x 5. Clk. vt.

Probate Proceedings
(See also entries 251-255)

202. ESTATE, ENTRY, CLAIM AND ALLOWANCE DOCKET AND FEE BOOK;

1881--. 19 vols (6-24). Title varies: General Entry,

Claim and Allowance Docket.

Record of estate claims, allowance, and fees; showing date; estate number; names of administrator, executor, bondsman, claimant, and estate; number and amount of bond; claims allowed; number of claim; and itemized fees and costs. Indexed alph. by names of estates. Hdw.

605 pp. 17 x 14 x 3. Clk. vt.

203. APPEARANCE DOCKET, 1875-80. 1 vol. (4). Vols. 1-3, prior to 1875, missing.

Record of creditor's claims against estates, showing date; names of deceased, executor or administrator, surety, and claimant; kind and amount of claim; date of hearing; and decision of court. Indexed alph. by names of estates. Hdw. 600 pp. 18 x 12 x 2 $\frac{1}{2}$. Clk. vt.

204. GUARDIANSHIP DOCKET, 1871--. 11 vols. (1-8,1,1,1).

Record of guardians and wards, showing date of letters; names of guardian, ward, estate, and bondsman; address and age of guardian; order of court; and proceedings. Indexed alph. by names of estates. Hdw.

Condition fair. 600 pp. 18 x 13 x 3. 3 vols., 1871-Dec. 1891, Clk. vt.; 8 vols., Oct. 1873--, court rm.

205. COURT DOCKET, Probate, 1882-88. 5 vols. (1-5).

Record of probate court proceedings, showing dates of process, sheriff's return, and filed; cause number; names of plaintiff, defendant, and attorney; and proceedings. Arr. chron. Hdw. 600 pp. 18 x 12 x 3. 4 vols., 1882-86, Clk. vt.; 1 vol., 1887-88, stg. rm., bsmt.

206. ESTATE DOCKET, 1880-86. 2 vols.

Record of estate settlements, showing dates of letters, bonds, and court orders; names of administrator, executor, bondsman, and estate; bond order book and page number; and amount of bond. Indexed alph. by names of estates. Hdw. Condition fair. 460 pp. 16 x 11 x 2. Clk. vt.

207. ORDER BOOK, Probate, 1853--. 61 vols. (1-61).

Title varies: Probate Order Book.

Record of probate cases, showing date; names of administrator and estate; number and nature of order; petition to sell property; proof of notice; amount of sale; itemized inventory; amounts of inheritance tax, debts, and credits; and petition for final settlement. Indexed alph. by names of estates. 1853-Dec.14, 1908, hdw.; Dec. 15, 1908--, typed. 640 pp. 18 x 12 x 3. Clk. vt.

208. COMPLETE RECORD LAND PARTITIONS, 1867-1906. 8 vols.

(2-9).

Complete record of complaints and petitions for partitions, showing date, names of plaintiff and defendant, nature of complaint and action, and disposition by court. Indexed alph. by names of plaintiffs and defendants. 1867-1905, bdw.; 1906, typed. 600 pp. 18 x 12 x 3. Clk. vt.

209. GENERAL INDEX, COMPLETE RECORDS, Probate, not dated.

1 vol.

General index to complete probate records, showing title of case; cause of action; names of guardian, heirs, and estates; and volume and page references to complete record. Arr. alph. by names of guardians, heirs, and estates. Hdw. 640 pp. 18 x 12 x 3. Clk. vt.

210. COMPLETE RECORD, JOHN TIPTON'S ESTATE, (Probate),

1839-51. 2 vols. (1-2).

Record showing settlement of the estate of U.S. Senator, John Tipton, who platted the city of Logansport, east of Fifth Street. He was and Indian Agent here when the city was platted; established the first school; served in the militia at the Battle of Tippecanoe, and later bought the battlefield and presented it to the state as a memorial to his comrades who died there; served in U.S. Senate, 1831-39; was a Democrat; organized the first Masonic Lodge; and was buried in Mt. Hope Cemetery. Arr. chron. Hdw. 510 pp. 17 x 12 x 2 $\frac{1}{2}$. Clk. vt.

Juvenile Causes

211. JUVENILE [Court Cases]. 1907--. 11 file boxes.

Record of juvenile cases, showing date; names of parent or guardian, plaintiff, defendant, and child; residence, color, sex, and date of birth of child; warrant ^{for} and custody; writ to produce child in court; warrant for delinquency; notice to appear; subpoenas; and final disposition. Indexed alph. by names of defendants. 14 x 10 x 5. Clk. vt.

212. INDEX JUVENILE CASES, 1906-20. 1 vol.

General index to juvenile cases, showing date filed, names of plaintiff and defendant, and order book and page numbers. Arr. alph. by names of defendants. Hdw. 600 pp. 18 x 13 x 2 $\frac{1}{2}$. Clk. vt.

213. REFORM SCHOOL PAPERS, 1870-95. In Clerk's Papers, entry 65.

Commitments for minors to enter Indiana Reform School, showing dates of complaint and commitment; names of plaintiff and defendant; sex, age, and residence of minor; nature of cause; and term of commitment. No index. 14 x 10 x 5. Clk. vt.

214. ADOPTION RECORD, 1925--. 1 vol.

Record of applications for adoption papers, showing date; names of applicant, guardian, witness, child, and attorney; case number; fees; and date received. Indexed alph. by names of children. Hdw. 530 pp. 16 x 11 x 2 $\frac{1}{4}$. Clk. vt.

215. ADOPTION OF CHILDREN, 1841--. 3 file boxes.

Petitions for the adoption of minors, showing date; names of petitioner, guardian, and child; age, color, sex, and description of child; and decision of court. No index. 14 x 10 x 5. Clk. vt.

Proceedings in Juvenile Causes

216. JUVENILE COURT DOCKET, 1920--. 2 vols. (1-2).

Record of juvenile cases, showing date; case number; names of plaintiff, defendant, and witness; nature of case; proceedings of court; and disposition. Indexed alph. by names of defendants. Hdw. 700 pp.

12 x 15 x 3 $\frac{1}{2}$. 1 vol., 1920-Dec. 28, 1932, Clk. vt.; 1 vol., Dec. 29, 1932--, Clk. off.

217. JUVENILE ORDER BOOK, 1919--. 1 vol.

Record of juvenile court orders, showing date, case number, names of plaintiff and defendant, number and nature of orders, and proceedings of cause. Indexed alph. by names of plaintiffs and defendants. Typed. 600 pp. 18 x 13 x 2 $\frac{3}{4}$. Clk. vt.

Miscellaneous Court Records

Bonds

218. RECOGNIZANCE BOND RECORD, 1871--. 4 vols. (1-3, 1).

1878-1920, missing. Title varies: Continuous Recognizance Bond.

Record of recognizance bonds, showing date, names and addresses of defendant and bondsman, number and amount of bond, and nature of obligation. Indexed alph. by names of defendants. Hdw. 500 pp. 16 x 11 x 2. 1 vol., 1871-Nov. 2, 1878, stg. rm., hsq.; 3 vols., Nov. 3, 1878--, Clk. vt.

219. COURT BONDS, 1881--. 4 file boxes.

Bonds required in court cases. Contains: Recognizance Bond, entry 220; Appeal Bonds, entry 221. No index. 14 x 10 x 5. Clk. vt.

220. RECOGNIZANCE BOND, 1881--. In Court Bond, entry 219. Original recognizance bonds, showing date, names and addresses of defendant and bondsman, bond number, amount, and nature of obligation.

221. APPEAL BONDS, 1881--. In Court Bonds, entry 219.

Original appeal bonds, showing date; names of appellant, bondsman, and court; number and amount of bond; and judgment.

22. ASSIGNMENT AND RECEIVER BONDS, 1894-1900. 1 file box.

Original bonds furnished by receivers and assignees, showing date; names of assignee, receiver, and bondsman; number, amount, and condition of bond; and date of approval. No index. 14 x 10 x 5. Clk. vt.

223. RECORD BOOK, 1839-43. 1 vol.

Record of replevin bonds, showing date; names of creditor, debtor, and bondsman; number, amount, and condition of bond; and description of debt. Arr. chron. Hdw. Condition fair. 300 pp. 14 x 10 x 2. Clk. vt.

Change of Venue (see also entry 330)

224. CHANGE OF VENUE RECORD, 1899--. 3 vols. (1, 1+2).

Record of cost for change of venue cases, showing dates of filing, proceedings, disposition, and payment; names of plaintiff, defendant, jury members, and foreign and local courts of jurisdiction; itemized statement of cost, with receipt; and cause number. Indexed alpn. by names of plaintiffs and defendants. Hdw. 530 pp. 18 x 14 x 2½. Clk. vt.

225. RECEIPTS FOR CHANGE OF VENUE, 1933-35. 1 file box.

Receipts for costs on change of venue cases, showing date; cause number; names of plaintiff, defendant, and payer; receipt number; and amount. No index. 14 x 10 x 5. Clk. vt.

Jury Papers

226. JURY BOOKS 1893-96. 1 vol.

Record of jury selection and service, showing date, names of jurors, cause number, dates called and discharged, and total days of service. Arr. chron. Hdw. Condition fair. 200 pp. 10 x 8 x $\frac{1}{2}$. Clk. vt.

227. JURYMEN DRAWN, 1924-25. In Execution Papers, entry 162.

Record of jurors drawn for service, showing date, names of jurors, and term of court.

228. JURY REPORTS, 1928-32. In Execution Papers, entry 162.

Reports on jury service, showing date, names of jurymen, ^{and township,} and service rendered, mileage, and amount allowed.

Appeal Opinions

229. APPEAL OPINIONS, 1874-1920. 5 file boxes.

Papers of cases appealed to higher Indiana courts and opinions rendered in those cases, showing case number, names of plaintiff and defendant, opinion, action, notification, date, and signature of clerk ^{and} supreme court. No index. 10 x 5 x 14. Clk. vt.

Fee and Cash Records

230. REGISTER OF FEES AND FUNDS HELD IN TRUST, 1912--. 6 vols. (1-6).

Register of fees and funds held in trust, showing dates received and disbursed, amount and title of cause; names of payer and payee; and nature of fees, funds, and source. Arr. alph. by names of payers. Hdw. 600 pp. 17 x 12 x $2\frac{1}{4}$. 5 vols., 1916-32, Clk. vt.; 1 vol., 1932--, Clk. off.

231. FEE BOOK, Civil, 1855-1912. 31 vols. (H-Z, 1-12).

Record of fees collected through civil cases, showing date of judgment; fees received and disbursed; names of plaintiff, defendant, and witness; nature and amount of fees; and source. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

For subsequent records, see entry 133.

232. FEE BILLS, 1859--. In Case Papers, entry 184.

Documentary record of fees, showing date, names of plaintiff and defendant, amount and nature of fees, and source.

233. FEE BOOK, STATE, 1880-1930. 6 vols. (1-6).

Record of fees collected through state cases, showing date of judgment; fees received and disbursed; names of plaintiff, defendant, and witness; and nature, amount, and source of fees. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

For subsequent records, see entry 133.

234. REGISTER OF WITNESS AND OTHER FEES, 1873-1912. 10 vols.

(1-8, 1, and 1 vol. not numbered).

Record of fees collected for witness service and other causes, showing dates received and disbursed; names of plaintiff, defendant, and witnesses; cause; fee book and page number; and total amount. Arr. alph. by names of recipients. Hdw. 600 pp. 17 x 12 x 2 $\frac{1}{2}$. Clk. vt.

235. FEE BOOK, STATE, ESTATES, 1886-1912. 6 vols. (2-7).

Record of fees for state cases and settlement of estates, showing date of judgment; names of plaintiff, defendant, and witness; amount of fees; dates received and disbursed; and order book and page number.

Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp.
18 x 12 x 3. Clk. vt.

For subsequent records, see entry 202.

236. DITCH FEE BOOK, 1884-1934. 1 vol.

Record of fees for construction or repairs of ditches, showing date; names of land ~~of~~ land owner, ditch, and witnesses; amount of fees; dates received and disbursed; and order book and page numbers. Indexed alph. by names of ditches. Hdw. 540 pp. 18 x 12 x 2 $\frac{1}{2}$. Clk. vt.

237. FEE BOOK, MISCELLANEOUS, 1879-85. 1 vol.

Record of sheriff's and witness fees in estate settlements, showing date of judgment; names of plaintiff, defendant, estate, and witnesses; amount of fee; dates collected and disbursed; and order book and page numbers. Indexed alph. by names of estates. Hdw. 578 pp. 18 x 13 x 3. Clk. vt.

238. ALLOWANCES, 1914-25. 2 file boxes.

Allowances of the court for service rendered by court attaches, showing date, name of payee, purpose, and amount. No index. 14 x 10 x 5. Clk. vt.

239. [FINES AND FOREEITURES], 1910-12. 1 vol.

Record of fines and forfeitures, showing dates collected and disbursed; names of payee and payer; amount, ~~and~~ nature, and source of fees; and docket and page numbers. Arr. chron. Hdw. Condition fair. 75 pp. 17 x 11 x $\frac{1}{2}$. Clk. vt.

Court of Common Pleas

From 1853 to 1873 there existed a separate court, styled the "Court of Common Pleas of Cass County." The court was established by an act of 1852, effective in 1853, and consisted of one judge, elected by the voters of the district for a four-year term. 1/

The court had original and exclusive jurisdiction in matters relating to probate of wills and to appointment of guardians for persons of unsound mind, and in matters relating to executors and administrators, except in special cases where concurrent jurisdiction was given to the circuit court or some other court; 2/ concurrent jurisdiction with the circuit court in civil matters ranging from fifty to one thousand dollars, except in cases of slander, libel, breach of marriage contract, action on an official bond, and where the title of real estate was in issue; 3/ jurisdiction in civil matters exceeding one thousand dollars relating to judgments confessed by consent of both parties or in an agreed case; 4/ original jurisdiction in criminal cases not amounting to felony, except those over which justices of the peace had exclusive jurisdiction, 5/ and in felony cases not punishable by death providing that the accused voluntarily agreed to trial; and jurisdiction in any criminal case on change of venue from the circuit court. 6/

In 1873, the legislature abolished the court of common pleas and transferred its jurisdiction to the circuit court. 7/

Circuit Court

The clerk of the circuit was the clerk of the court of common pleas 8/ and was required to keep separate records for this court. 9/ When the court of common pleas was abolished, the records were transferred to the circuit court. 10/

All the records are located in the courthouse, and are, with other court records, in the custody of the clerk of the circuit court.

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- 1/ 2 Rev. Stat. 1852, pt. 1, ch. 8, secs. 1, 3, 27, 29.
 - 2/ Ibid., sec. 4.
 - 3/ Ibid., sec. 11.
 - 4/ Ibid., sec. 12.
 - 5/ Ibid., sec. 14.
 - 6/ Ibid., sec. 17.
 - 7/ Acts 1873; Burns 4-328; Baldwin 1417.
 - 8/ 2 Rev. Stat. 1852, pt. 1, ch. 8, sec. 23.
 - 9/ Ibid., sec. 26.
 - 10/ Acts 1873, ch. 29, sec. 81.

240. COUNT CASES, 1853-72. 57 file boxes (1-57).

Papers on cases tried, showing names of court, plaintiff, and defendant; court term; notices to witnesses; testimony before court; court proceedings and returns; verdict; and order of attachment. Indexed alph. by names of plaintiffs. 10 x 14 x 5. Clk. vt.

For other civil causes, see entries 115-31, * 257.

241. GENERAL INDEX, 1853-73. 1 vol.

Index showing number and title of cause, number of file box, date of complaint, pages of order and fee books, amount of judgment, and date of disposal. Arr. alph. by names of plaintiffs. Hdw. 550 pp. 18 x 13 x 2 $\frac{1}{2}$. Clk. vt.

Court Proceedings (see also entries 132-43, 259-63)

242. ENTRY DOCKET, 1860-73. 2 vols. (1-2).

Entry docket showing number of cause; names of plaintiff, defendant, witnesses, and attorneys; cause or action; filing date; processes issued; sheriff's return; and date and amount of judgment. Indexed alph. by names of plaintiffs and defendants. Hdw. 640 pp. 18 x 13 x 2 $\frac{1}{4}$. Clk. vt.

243. ISSUE DOCKET, 1857-72. 9 vols. (1-9).

Record of proceedings and actions in court, showing number of cause; names of plaintiff, defendant, attorneys, and witnesses; cause of action; filing date; sheriff's return; and court proceedings. Arr. chron. Hdw. 500 pp. 18 x 12 x 2 $\frac{1}{4}$. W. stg. rm., bsmt.

244. COURT DOCKET, 1853-72. 13 vols. (1-13).

Record of court procedure, showing cause number; names of plaintiff, defendant, and attorneys; nature of cause; date of filings; processes issued; sheriff's return; and court proceedings and findings. No index. Hdw. 600 pp. 18 x 12 x 2. Clk. vt.

245. ORDER BOOK, 1853-72. 13 vols. (1-13, and 3 ~~vols. not numbered~~).

Record of court orders, showing date, names of plaintiff and defendant, nature of cause, proceedings, and court decree. Indexed alph. by names of plaintiff and defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

246. JUDGMENT DOCKET, 1853-76. 5 vols. (1-5).

Record of judgments rendered, showing names of plaintiff, defendant, attorneys, and judgment debtor; amount of costs; date of verdict; amount of bail; and date of satisfaction. Arr. by names of plaintiffs. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

247. COMPLETE RECORD, 1853-72. 4 vols. (1-4).

Complete record of cases, showing names of plaintiff, defendant, and attorneys; cause of action; date filed; and procedure and disposition by court. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 12 x 2 $\frac{1}{2}$. Clk. vt.

Executions (see also entries 149-65, 265-67)

248. EXECUTION DOCKET, 1853-76. 6 vols. (1-6).

Record showing cause number; date of issue; nature of cause; names of plaintiff, defendant, and attorneys; court decree; costs; award; delivery and return dates; and report of officer. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

Probate Causes (see also entries 178-201).

249. ADMINISTRATOR'S BONDS, OATHS, AND LETTERS, Probate, 1853-73.

2 vols. (1-2).

Record of administrator's bonds, oaths, and letters; showing names of administrator, estate, and sureties; amount of bond; and obligations. Indexed alph. by names of estates. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

250. GUARDIANS BONDS, OATHS, AND LETTERS, Probate, 1853-73.

2 vols. (1-2).

Record of guardian's bonds, oaths, and letters; showing date, names of guardian, estate, minor heirs, and sureties; estimated value of estate; amount and conditions of bond; and signatures of principals.

Indexed alph. by names of guardians, wards, and estates. Hdw. 600 pp.

18 x 12 x 3. Clk. vt.

Probate Proceedings (see also entries 202-10).

251. APPEARANCE DOCKET, 1862-80. 4 vols. (1-4).

Record of claims filed against estates, showing date of letters; names of estate, executor or administrator, and claimant; conditions and amount of bond; amounts of inventory; sale bill; claim; and date of filing. Indexed alph. by names of estates. Hdw. 640 pp. 18 x 12 x 2½. Clk. vt.

252. PROBATE DOCKET, 1853-64. 1 vol.

Record of probate cases, showing date; title of estate; names of administrator, sureties, and wards; amount of bond; order book page; and proceedings. Indexed alph. by names of estates. Hdw. 532 pp. 17 x 12 x 2. Clk. vt.

253. ESTATE AND GUARDIANS' DOCKET, 1855-76. 3 vols.

Record of appointments of administrators to estates and of guardians of minor children in estate cases, showing date; names of estate, administrator, guardian, minor heirs, and sureties; letters of appointment; amount and provisions of bond; signatures of all principals; sale bills; and proceedings of court. Indexed alph. by names of decedents. Hdw. 600 pp. 18 x 12 x 2½. 1 vol., 1855-76, bsmt. stg. rm.; 2 vols., 1857-72, Clk. vt.

254. COMPLETE RECORD, [Probato], 1834-71. 16 vols. (1-16).

Record of settlements of estates, showing title of estate, proceeding and decision of court as entered in order book, names of heirs, and amount of inheritance for each. Indexed alph. by names of estates. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

255. RECORD LAND PARTITIONS, 1857-73. 3 vols. (2-3, and 1 vol. not numbered). Title varies: Complete Record Land Partition.

Record of petitions for partition of estates, showing names of plaintiff and defendant, nature of complaint, and proceedings and decree of court. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

Fee and Cash Books

256. FEE BOOK, 1853-73. 6 vols. (1-6).

Record of fees, showing order book and pago; date of judgment; names of plaintiff, defendant, and payee; nature and amount of fees, and fund debited or credited. Indexed by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

Superior Court Causes

Civil Causes (see also entries 115-31, 257)

257. [DAMAGE SUITS], 1874-82. 36 file boxes.

Court papers in damage suits, showing names of plaintiff and defendant, nature of complaint, cause for and amount of damages, defendants answer

to complaint, motion to disallow, summons for trial, introduction of evidence, and instructions to and finding of jury. No index.

10 x 5 x 14. Clk. vt.

258. GENERAL INDEX, 1877-81. 1 vol.

Index showing number of case, title of cause, date of filing, number and page references to Order Book and Fee Book, amount of judgment, and date of disposal. Arr. alph. by names^{of} plaintiffs. Hdw. 550 pp. 18 x 13 x 2 $\frac{1}{2}$. Clk. vt.

Civil Proceedings (see also entries 132-48, 242-47)

259. ENTRY DOCKET, 1877-81. 2 vols. (1-2).

Record of court cases, showing cause number; names of plaintiff, defendant, attorneys, and witnesses; and date and amount of judgment. Indexed alph. by names of plaintiffs and defendants. Hdw. 640 pp. 18 x 13 x 2 $\frac{1}{4}$. Clk. vt.

260. ISSUE DOCKET, 1877-78. 1 vol.

Record of actions and proceedings, showing cause number; names of plaintiff, defendant, attorneys, and witnesses; date filed; sheriff's return; and proceedings of court. No index. Hdw. 500 pp. 18 x 12 x 2 $\frac{1}{2}$. W. stg. rm., bsmt.

261. COURT DOCKET, 1877-81. 5 vols. (1-5).

Record of court cases, showing cause number; names of plaintiff, defendant, attorneys, and witnesses; cause of complaint; and dates filed, process issued, and of sheriff's return. Arr. chron. Hdw. 600 pp. 18 x 12 x 2. Clk. vt.

262. JUDGMENT DOCKET, 1877-81. 2 vols. (1-2).

Record of judgments rendered, showing names of attorneys, plaintiff, defendant, and judgment debtor; amounts of judgment, cost, and bail; and date of satisfaction. Arr. alph. by names of plaintiffs. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

263. COMPLETE RECORD, 1877-81. 6 vols. (1-6).

Complete record of court procedure, showing name of court, names of plaintiff and defendant, nature of complaint, court proceedings, final settlement, and dates of entry and disposition. Indexed alphi. by names of plaintiffs and defendants. Hdw. 592 pp. 18 x 12 x 3. Clk. vt.

Fee and Cash Records

264. FEE BOOK, 1877-81. 4 vols. (1-4).

Record of fees paid for court services, showing order book number and page, date of judgment, names of plaintiff and defendant, nature of fees, and name of payee. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 12 x 3. Clk. vt.

VI. SHERIFF

The sheriff is a constitutional officer elected for a two-year term. No person is eligible to the office of sheriff for more than four years in any six-year period. The sheriff is required to post bond in the amount of from five thousand to fifteen thousand dollars as fixed by the board of commissioners. 1/

Prior to the Constitution of 1851, the office of sheriff was established at the organization of Cass County in 1828⁹, under the authority of the Constitution of 1816 and an act of 1824 which directed the Governor to appoint a sheriff in any new county formed, to act as such until such an officer is duly elected and qualified. 2/

The sheriff is a conservator of the peace within Cass County. He is required to arrest without process all persons, who within his view commit any crime or misdemeanor, and hold them in custody during investigation of the cause of such arrest; to suppress all breaches of the peace, with authority to call to his aid the power of the county; to pursue and commit to jail all felons; to execute all process directed to him by legal authority; and to maintain and preserve order in the courts of the county except courts of justice of the peace. He also maintains the jail and takes care of the prisoners confined in it. 3/ It is his duty to protect persons in danger of possible lynchings. 4/ He makes arrests of all persons on warrants issued upon indictments and affidavits, and commits them to jail; and also serves summons in cases of misdemeanor. 5/

The sheriff sells mortgaged property on foreclosure proceedings and property on executions; 6/ executes deeds to real estate sold

by him; 7/ conveys persons committed to state charitable, correctional, or penal institutions; 8/ and attends sessions and executes the orders of the county council 9/ and the board of commissioners. 10/

The chief records which the sheriff keeps are a cashbook, a fee book, 11/ and a jail record. 12/

All the records are located in the courthouse.

1/ Const., art. 6, sec. 2. 2 Rev. Stat. 1852, Acts 1937; Burns, 1937 suppl., 49-2801; Baldwin, 1937 suppl., 5493.

2/ Const. 1816, art. 4, sec. 25. Rev. Laws 1824, ch. 100, sec. 6.

3/ 2 Rev. Stat. 1852; Burns 49-2802; Baldwin 5494.

4/ Acts 1905; Burns 10-3309, 10-3310; Baldwin 2530, 2531.

5/ Acts 1905, 1937; Burns, 1937 suppl., 9-1001; Baldwin, 1937 suppl., 2134.

6/ Acts 1881 (Spc. Sess.); Burns 2-3601, 3-1819; Baldwin 574, 1014.

7/ Acts 1881 (Spo. Sess.); Burns 2-4101; Baldwin 619. Acts 1931; Burns 3-1806; Baldwin 1008.

8/ Acts 1905; Burns 9-2232, 22-2013; Baldwin 2339, 4206. Acts 1911; Burns 22-1716; Baldwin 4230. Acts 1919; Burns 22-1809; Baldwin 4264. Acts 1927; Burns 22-1213; Baldwin 4305.

9/ Acts 1899; Burns 26-510; Baldwin 5374.

10/ 1 Rev. Stat. 1852; Burns 26-611; Baldwin 5226.

11/ Acts 1895; Burns 49-1401; Baldwin 7576.

12/ Acts 1909; Burns 13-1007; Baldwin 13459.

Executions and Reports (see also entries 149-65, 248)

265. SHERIFF'S DOCKET, EXECUTION, 1885---. 4 vols. (2-5).

Sheriff's record of executions, showing date; names of plaintiff and defendant; nature of writ; dates of receipt, service, and return; and fees from local and foreign counties. Indexed alph. by names of plaintiffs. Hdw. 600 pp. 18 x 13 x 2. Shf. off.

266. SHERIFF'S DOCKET, STATE CASES, 1879--. 3 vols.

(1, 4-5). 2 vols., (2-3), 1879-1901, missing.

Record of sheriff's executions of court orders in state cases, showing cause number; names of plaintiff, defendant, and trial judge; kind of writ; dates of receipt, service, and returns; and nature and amount of fees. Indexed alph. by names of defendants.

Hdw. 600 pp. 16 x 12 x 3. 1 vol., 1879, Clk. vt.; 2 vols.; 1901--, Shf. off.

267. SHERIFF'S RECORD, SUMMONS AND SUBPENAS, 1871-1914.

6 vols. (2,3,5,5, and 2 vols. not numbered).

Sheriff's record of summonses and subpoenas served, showing date, cause number, names of plaintiff and defendant, kind of writ, dates of receipt and service, and sheriff's fees. Indexed alph. by names of plaintiffs and defendants. Hdw. 602 pp. 18 x 13 x 2 3/4. 5 vols. 1871-Dec. 15, 1900, w. stg. rm., bsmt.; 1 vol., Dec. 17, 1900-1914, Shf. off.

268. JAIL REGISTER, 1871--. 6 vols.

Record of prisoners in county jail, showing number of prisoners and name of each; nature of offense; name of arresting officer; dates of commitment and discharge; period of confinement; jailor's fees; and total expense. Indexed alph. by names of prisoners. Hdw. 400 pp. 16 x 11 x 2. 3 vols., 1871-96, w. stg. rm.; 1 vol., 1899-Jan. 1, 1918, Shf. off.; 2 vols., Jan., 1918--, jail off.

269. RECORD OF FIREARMS SOLD BY DEALERS, RECORD OF
PURCHASES, 1935--. 1 vol.

Record of firearms sold by certified dealers, and purchases thereof, showing date, name and address of dealer, description and serial number of weapon, and name, address, birthplace, age, color, occupation, and personal description of purchaser. No index. Hdw. 375 pp. 12 x 18 x 1 $\frac{1}{2}$. Shf. off.

Fee and Cash Books

270. SHERIFF'S CASH BOOK, 1893--. 2 vol. (2, and 1 vol. not numbered).

Record of cash received, showing name of payer, nature of receipts, case number, total cash received, and folio reference. No index. Hdw. 540 pp. 17 x 12 x 3. Shf. off.

271. REGISTER OF SHERIFF'S COSTS, 1897--. 13 vols. (2-14). Vol. 1, prior to 1897, missing.

Register of costs, showing names of plaintiff and defendant; cause number; nature of writ; dates received, served, and returned; type of service; cost; payments; and statement to auditor. Indexed alph. by names of plaintiffs. Hdw. 420 pp. 17 x 15 x 2. Shf. off.

272. SHERIFF'S DOCKET, FOREIGN FEES, 1889--. 4 vols. (2-3, and 2 vols. not numbered).

Sheriff's record of fees from counties other than Cass County, showing cause number; names of county, plaintiff, and defendant; nature of writ; dates received and served; and total amount of fees. Indexed alph. by names of plaintiffs. Hdw. 600 pp. 16 x 12 x 2 $\frac{1}{2}$. Shf. off.

273. SHERIFF'S RECORD OF MILEAGE, 1929--. 1 vol.

Record of sheriff's mileage in serving processes, showing date, name of person served, number or title of cause, term of court, miles covered, and total cost. Arr. chron. Hdw. 400 pp.
14 x 9 x 1 3/4. Shf. off.

For prior records, see entry 271.

274. REPORT OF FEES, SHERIFF, 1903-18. 1 vol.

Reports of sheriff's fees, showing cause number, name of payer or payee, total amount of fees, amounts collected and uncollected, reason for fees not collected, and itemized statement rendered county commissioners. Arr. by cause numbers. Hdw. 500 pp.
16 x 11 x 2 1/4. Shf. off.

For subsequent records, see entry 270.

VII. CORONER

The coroner is a constitutional officer elected for a two-year term, without restriction on reelection. 1/ He is required to post a bond of not more than five thousand nor less than one thousand dollars, as fixed by the board of commissioners. 2/

Prior to the Constitution of 1851, the office of coroner was established at the organization of Cass County in 1829, under the authority of the Constitution of 1816 and an act of 1824 which directed the Governor to appoint a coroner in any new county formed, to act as such until such an officer is duly elected and qualified. 3/

The coroner is required to investigate deaths by violence, by accident, and of suspicious nature; to inquire into the cause and manner of death; 4/ and to order the arrest of any person whom he may charge with murder. 5/ He holds such inquests without a jury, 6/ and may subpoena witnesses and employ a physician to make a postmortem examination; 7/ draws up his verdict, 8/ and files it in the office of the clerk of the circuit court, together with a report, giving a minute description of the deceased and valuables found with the body. 9/ He is a peace officer with the same powers as the sheriff, 10/ and acts as sheriff in event of absence, vacancy, personal interest, or incapacity of that officer, 11/ and arrests and commits to jail the sheriff if necessary. 12/

- 1/ Const., art. 6, sec. 2.
- 2/ 2 Rev. Stat. 1852, Acts 1933; Burns 49-2901; Baldwin 5436.
- 3/ Const. 1816, art. 4, sec. 25. Acts 1824, ch. 100, sec. 6.
- 4/ 2 Rev. Stat. 1852, Acts 1871, 1879 (Sp. Sess.), 1935; Burns, 1937 suppl., 49-2904; Baldwin, 1935 suppl., 5439.
- 5/ 2 Rev. Stat. 1852; Burns 49-2914; Baldwin 5448.
- 6/ Acts 1879 (Sp. Sess.); Burns 49-2905; Baldwin 5444.
- 7/ 2 Rev. Stat. 1852; Burns 49-2906; Baldwin 5440.
- 8/ 2 Rev. Stat. 1852, Acts 1879 (Sp. Sess.); Burns 49-2908; Baldwin 5442.
- 9/ 2 Rev. Stat. 1852, Acts 1879 (Sp. Sess.); Burns 49-2909; Baldwin 5443.
- 10/ 2 Rev. Stat. 1852, Acts 1933; Burns 49-2901; Baldwin 5436.
- 11/ 2 Rev. Stat. 1852; Burns 49-2902; Baldwin 5437.
- 12/ 2 Rev. Stat. 1852; Burns 49-2903; Baldwin 5438.

275. CORONER'S VERDICTS, 1904--. 3 vols.

Record of coroner's verdicts in cases of unnatural deaths, showing names of coroner and witnesses; name, residence, sex, and age of deceased; date and cause of death; and coroner's verdict. Arr. alph. by names of deceased. Hdw. 600 pp. 14 x 10 x 2. 2 vols., 1904-20, C.C., Clk. vt.; 1 vol., 1918--, Cor. off., Busjhan's Bldg., 308 4th. St., Logansport, Ind.

276. DAY BOOK, 1934--. 3 vols. (39, 56, and 1 vol. not numbered).

Entry book of coroner's investigations, showing case number, date and cause of death, and name and address of deceased. Arr. chron. Hdw. 800 pp. 17 x 8 x 2 3/4. Cor. off., Busjhan's Bldg., 308 4th. St., Logansport, Ind.

VIII. PROSECUTING ATTORNEY

The prosecuting attorney is a constitutional officer, elected in each judicial circuit for a two-year term. 1/ He is required to execute a bond in the amount of five thousand dollars, to be approved by the judge of the circuit court and filed with the clerk. 2/

Prior to the Constitution of 1851, the circuit prosecutor was chosen by joint ballot of the senate and house of representatives by an act of 1831. 3/ The legislature in 1843 provided that the prosecuting attorney be elected by the voters of the circuit. 4/ In 1847 the prosecuting attorney was made a county officer, elected by the voters thereof. 5/ The act of 1847 was repealed in 1851, and the provisions of the act of 1843 were restored. 6/

The prosecuting attorney prosecutes the pleas of the state 7/ in all courts of Cass County, including the courts of justice of the peace, as provided by law. 8/ He appears before the grand jury to furnish information relative to matters cognizable by it or upon any legal matter, and signs all indictments found, but is excluded from its deliberations. 9/ He may also prosecute by affidavit persons accused of public offenses except treason and murder. 10/ He conducts all prosecutions for felonies and misdemeanors in Cass County, all suits on forfeited recognizances, resists applications for changing names, and superintends on behalf of the county or any of its trust funds, all suits in which the same may be interested or involved. 11/ He defends persons of unsound mind or incapable of managing their business affairs by reason of

old age or other infirmity, and protects their interests; 12/ and resists undefended actions for divorce. 13/

The prosecuting attorney may take acknowledgments to deeds or other instruments in writing, administer oaths, protest notes and checks, take deposition of witnesses, and perform any duty now conferred on a notary public. 14/

- 1/ Const., art. 7, sec. 11. 2 Rev. Stat. 1852; Burns 49-2501; Baldwin 5456.
- 2/ 2 Rev. Stat. 1852; Burns 49-2502; Baldwin 5458.
- 3/ Rev. Laws 1831, ch. 10, sec. 1.
- 4/ Acts 1843, ch. 15, sec. 1.
- 5/ Acts 1847, ch. 12, sec. 1.
- 6/ Acts 1851, ch. 132, secs. 1-2.
- 7/ 2 Rev. Stat. 1852; Burns 49-2501; Baldwin 5456.
- 8/ Acts 1933; Burns 49-2695; Baldwin 7550.
- 9/ Acts 1905; Burns 9-826, 9-901; Baldwin 2122, 2123.
- 10/ Acts 1905, 1927; Burns 9-908; Baldwin 2131.
- 11/ 2 Rev. Stat. 1852, Burns 49-2504; Baldwin 5460.
- 12/ Ibid. 2 Rev. Stat. 1852, Acts 1895; Burns 8-202; Baldwin 3460. Acts 1911, 1919; Burns 8-301; Baldwin 3472.
- 13/ Acts 1873; Burns 3-1212; Baldwin 916. Acts 1913; Burns 3-1213; Baldwin 917.
- 14/ Acts 1919; Burns 49-2507; Baldwin 5463.

No records could be found.

IX. ASSESSOR

The assessor is a statutory officer, elected for a four-year term. He must be a continuous resident freeholder of Cass County for not less than four years prior to the date of his election, and post a five thousand dollar bond, with two or more good freeholder sureties approved by the auditor, who also administers the oath of office. His work is under the direction of the state board of tax commissioners, and he may be removed by that board, after a hearing, for incompetency, neglect of duty, or misconduct in office. 1/

The legislature in 1841 created the county offices of appraiser 2/ and assessor 3/ with similar functions relative to valuation for taxation of real and personal property, respectively. The office of assessor existed in Cass County until 1852, when the office was discontinued, 4/ and the duties devolved upon township assessors. The office of appraiser was discontinued in 1872, 5/ and replaced by the office of county assessor, then reestablished, 6/ Three years later the office was abolished 7/ and again established in 1891 in its present form. 8/

The duties of the assessor are to examine carefully tax duplicates and other records in the offices of the auditor, treasurer, recorder, clerk, sheriff, and surveyor, together with the returns of the township assessors, and to discover, list, and assess all omitted property of every kind, entering his valuations in a separate column on the township assessors' records; to list and

assess any omitted property which he discovers at any time of the year; to instruct and advise the township assessors; to report to the state board of tax commissioners any delinquencies of township assessors; 9/ to set a value upon intangibles for taxes; 10/ and to appraise estates for inheritance taxes. 11/ He is ex-officio member and president of the Cass County Board of Review. 12/

The assessor is required to return to the auditor all township assessors' books, returns, lists, schedules, and other papers received by him from the auditor, together with such additional books, lists, assessments, and papers as he has made thereto on or before the first Monday after July 4 of each year. 13/

All the records are located in the courthouse.

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- 1/ Acts 1919, 1921; Burns 64-1101; Baldwin 15696.
 - 2/ Acts 1841, ch. 1, sec. 1.
 - 3/ Acts 1841, ch. 3, sec. 1.
 - 4/ 1 Rev. Stat. 1852, ch. 92, sec. 1.
 - 5/ Acts 1872 (Spec. Sess.), ch. 37, sec. 276.
 - 6/ Ibid., sec. 107.
 - 7/ Acts 1875, ch. 97, sec. 9.
 - 8/ Acts 1891, ch. 99, sec. 112.
 - 9/ Acts 1919; Burns 64-1102; Baldwin 15689.
 - 10/ Acts 1933, 1935; Burns, 1937 suppl., 64-905; Baldwin, 1935 suppl., 15903.
 - 11/ Acts 1919, 1921; Burns 64-1101; Baldwin 15696. Acts 1931, 1935; Burns 6-2408; Baldwin 15946.
 - 12/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 15700.
 - 13/ Acts 1919; Burns 64-1102; Baldwin 15698.

277. RECORD OF OMITTED ASSESSMENTS, 1894-1925. 2 vols.

(1, and 1 vol. not numbered).

Record of omitted assessments added to tax list by assessor, showing date entered, and owner notified; names of owner,

township, and assessor; description and location of property; and amount of taxes omitted. No index. Hdw. 440 pp. 18 x 13 x 2 $\frac{1}{4}$. W. stg. rm., bsmt.

278. RECORD OF COMPUTATION OF INHERITANCE TAX, 1914--.

8 vols.

Record of inheritance tax computed from residuary values of estates, showing date of assessment; names of estate, heirs, and assessors; value; location; tax assessed; and appraisal fee. Arr. chron. Hdw. 284 pp. 11 x 9 x 1. 5 vols., 1914-29, Aud. off.; 3 vols., 1930--, Assr. off.

For other inheritance tax records, see entries 106, 195-96, 279, 304-6.

279. INHERITANCE TAX REPORTS, 1913--. 9 file boxes.

Court orders to assessor notifying of estates to be added to tax lists, showing dates of decease and filing schedule; names of decedents, legatees, and estate; court order; cause number; value of real and personal property; and description and location. No index. 1 file box, 10 x 12 x 23; 4 file boxes, 12 x 24 x 4; 4 file boxes, 10 x 12 x 24 $\frac{1}{2}$. Assr. off.

For other inheritance tax records, see entries 106, 195-96, 278, 304-6.

280. INDEX TO MORTGAGES, 1931-35. 1 vol.; 1 file box; 1 file drawer.

Index to mortgages, showing date recorded; names of mortgagor and mortgagee; amount, location, and description of property; and volume and page references. Arr. alph. by names of mortgagors. Hdw. 1 vol., 200 pp. 18 x 12 x 1 $\frac{1}{4}$; file box, 6 x 4 x 13; file drawer, 3 x 21 x 20. Assr. off.

281. OFFICE, DOG RECORD, 1924-26. 1 vol.

Record of persons having dogs, showing name and address of owner; number, color, and breed of dog; amount of tax; and if paid or unpaid. No index. Hdw. 120 pp. 14 x 8 x $\frac{1}{2}$. Assr. off.

X. BOARD OF REVIEW

The board of review of Cass County, established under an act of 1891 1/ and subsequent amendments, reviews assessments and equalizes the valuation of real and personal property. Its members are the assessor, auditor, and treasurer, ex officio, and two freeholders of opposite political parties, appointed annually by the judge of the circuit court. The assessor is president and the auditor is secretary. 2/

Prior to 1891, there was a county board of equalization, consisting of the board of commissioners and certain other members--in 1841, the auditor and the assessor; 3/ in 1852, the auditor and the appraiser or appraisers; 4/ in 1872, the auditor and the assessor; 5/ and in 1881, four freeholders from different parts of the county, appointed by the judge of the circuit court. 6/ In 1891 the board of review was created, consisting of the assessor, auditor, and treasurer; in 1895 two freeholders were added to the board; 7/ and the act of 1919 requires the two freeholders to be of opposite political parties.

The board of review holds an annual meeting beginning on the first Monday of June. A majority constitutes a quorum for the transaction of business and may decide any question. At the meeting the auditor submits for examination the assessment list of the county returned by the township assessors, and the county assessor reports all corrections and changes which in his judgment ought to be made, which the board considers and acts upon, and it may, upon its own motion, add omitted property. 8/

The board adjusts inequalities in the valuation of particular tracts or lots; 9/ hears complaints of owners of personal property, corrects errors in the description and assessment, and passes upon each valuation in the township assessors' lists. 10/ It assesses the capital stock and franchises of corporations in the county, except those assessed by the state board of tax commissioners, such as railroad, telephone, and telegraph companies. 11/

It is the duty of the board to inquire as to the valuation of various classes of property in the townships or any taxing unit, to make such changes as may be necessary, and to determine the amount to be added or deducted in order to make an equitable equalization of valuation throughout the county. If the board shall find the aggregate assessment too high, too low, or unequal, it may set aside the assessment of the whole county, or of any township or taxing unit therein, and order a new assessment. 12/

The auditor, as secretary, is required to keep full and accurate minutes of the proceedings of the board. The changes made by the board are entered in a separate column in the assessment lists. 13/

The record is located in the commissioners' room in the courthouse.

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- 1/ Acts 1891, ch. 99, sec. 114.
2/ Acts 1919, 1920 (Spc. Sess.); Burns 64-1201; Baldwin 15700.
3/ Acts 1841, ch. 1, sec. 18.
4/ 1 Rev. Stat. 1852, ch. 35, sec. 2.
5/ Acts 1872 (Spc. Sess.), ch. 37, sec. 150.
6/ Acts 1881 (Spc. Sess.), ch. 96, sec. 129.
7/ Acts 1895, ch. 36, sec. 2.
8/ Acts 1919, 1920 (Spc. Sess.); Burns 64-1201; Baldwin 15700.
9/ Acts 1919; Burns 64-1205; Baldwin 15704.
10/ Acts 1919, 1920 (Spc. Sess.); Burns 64-1201; Baldwin 15700.

- 11/ Acts 1919; Burns 64-724; Baldwin 15638.
- 12/ Acts 1919; Burns 64-1205; Baldwin 15704.
- 13/ Acts 1919, 1920 (Spo. Sess.); Burns 64-1201; Baldwin 15700.

282. BOARD OF REVIEW RECORD, 1918--. 1 vol.

Minutes of meetings of board, showing date of meeting, names of members present, proceedings, and actions taken in tax adjustments.

Arr. alph. by names of property owners. Hdw. 640 pp. 18 x 12 x 3.

Commr. rm.

XI. BOARD OF TAX ADJUSTMENT

The board of tax adjustment of Cass County consists of seven members, chosen in accordance with an act of 1937, as follows; One member of the county council, chosen by the council; the mayor of the largest city in the county or any public official of any city in the county appointed by the said mayor of the largest city in the county; one member of the county board of education selected by such board; and four freeholders of the county appointed annually by the judge of the circuit court. No more than four of the seven members may be adherents of the same political party. The board elects its own chairman and vice-chairman, and the auditor acts as clerk, but has no vote in its proceedings. 1/

The board was first created by an act of 1932 2/ and reconstituted by an act of 1933, 3/ with seven members as at present, differing chiefly in qualifications and methods of appointment.

The auditor lays before the board, at its annual meeting beginning the second Monday of September and ending not later than the first day of October, the budgets adopted and the tax levies and rates fixed by the proper authorities of each municipal corporation for the ensuing year. 4/

It is the duty of the board to examine, revise, change, or reduce, but not increase, any budget, tax levy, or rate, holding such budget with the total amount of revenue to be raised therefor.

No change can be made in detailed items, but only in the total amounts budgeted for each office. 5/ The total of all tax rates on property within any municipal corporation for all municipal corporations for which the property therein is taxable, with certain exceptions, must not exceed the total rate as provided by law. 6/ The board has the right to require officials submitting budget estimates and tax levies and rates, to attend its meeting or to furnish any necessary information, and it may employ an examiner of the state board of accounts to assist in its duties. 7/

The auditor, as clerk, keeps a complete record of all its proceedings. 8/

- 1/ Acts 1937; Burns, 1937 suppl., 64-310; Baldwin, 1937 suppl., 15897-4.
- 2/ Acts 1932, ch. 10, sec. 4.
- 3/ Acts 1933, ch. 237, sec. 4.
- 4/ Acts 1937; Burns, 1937 suppl., 64-310, 64-311; Baldwin, 1937 suppl., 15897-4, 15897-5.
- 5/ Acts 1937; Burns, 1937 suppl., 64-311; Baldwin, 1937 suppl., 15897-6.
- 6/ Acts 1937; Burns, 1937 suppl., 64-309; Baldwin, 1937 suppl., 15897-3.
- 7/ Acts 1937; Burns, 1937 suppl., 64-310; Baldwin, 1937 suppl., 15897-4.
- 8/ Ibid.

No records could be found.

XII. BOARD OF FINANCE

The board of finance of Cass County consists of the board of commissioners under the authority of the Depository Act of 1937. The auditor is the secretary, 1/ and the board elects its president. 2/

The board was first created by an act of 1907 3/ and recreated by the Depository Act of 1935. 4/

The board of finance has supervision of all public funds of the county and of the safekeeping and deposit thereof, 5/ and may sue and be sued, in its own name, in any court of competent jurisdiction. 6/ It designates the banks to serve as depositories for county funds. 7/ The board receives monthly statements of county funds on deposit from the banks, 8/ and may, as it sees fit, revoke the commission of any depository at any time. 9/

The board of finance holds an annual meeting on the third Monday in January for its organization, 10/ a biennial meeting on the third Monday in February, in the odd numbered years, for the consideration of proposals of banks as depositories for the ensuing two-year period. 11/

The agents of all boards of finance--county, city, town, school, and township--and of all banks desiring to become depositories, are called together by the president of the county board in a joint meeting biennially, within five days before the date fixed for filing the proposals, for the purpose of making an agreement designating depositories and the amount of deposits in each. The total maximum amount of all public funds controlled by

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the several boards in the county is considered as one fund in making deposits in such proportion as the total resources of each depository bear to the total resources of all. The secretary of the county board is the secretary of the joint meeting and records its proceedings in the record of the county board. 12/

The auditor, as secretary of the board of finance, keeps a record of its proceedings. 13/

All records are located in the courthouse.

- 1/ Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 13844-50.
- 2/ Acts 1937; Burns, 1937 suppl., 61-633; Baldwin, 1937 suppl., 13844-54.
- 3/ Acts 1907, ch. 222, sec. 6.
- 4/ Acts 1935, ch. 70, sec. 7.
- 5/ Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 13844-50.
- 6/ Acts 1937; Burns, 1937 suppl., 61-633; Baldwin, 1937 suppl., 13844-54.
- 7/ Acts 1937; Burns, 1937 suppl., 61-635, 61-636; Baldwin, 1937 suppl., 13844-56, 13844-57.
- 8/ Acts 1937; Burns, 1937 suppl., 61-638; Baldwin, 1937 suppl., 13844-59.
- 9/ Acts 1937; Burns, 1937 suppl., 61-636; Baldwin, 1937 suppl., 13844-57.
- 10/ Acts 1937; Burns, 1937 suppl., 61-633; Baldwin, 1937 suppl., 13844-54.
- 11/ Acts 1937; Burns, 1937 suppl., 61-636; Baldwin, 1937 suppl., 13844-57.
- 12/ Acts 1937; Burns, 1937 suppl., 61-635; Baldwin, 1937 suppl., 13844-56.
- 13/ Acts 1937; Burns, 1937 suppl., 61-633; Baldwin, 1937 suppl., 13844-54.

283. FINANCE BOARD RECORD, 1907--. 1 vol.

Minutes of meetings and proceedings of the board, showing date and place of meeting, names of members present, kind of business transacted, and action taken. No index.

1907-12, typed; 1913--, h.w. 620 pp. 18 x 12 x 3. Aud. off.

284. PROPOSAL TO BE DESIGNATED A PUBLIC DEPOSITORY,1924-27. In Commissioners' Papers, entry 12.

Proposals to become depositories of county funds, showing date of proposal; names of depository, officers, and directors; amounts of surplus, undivided profits, and capital stock; and kind and location of bank.

285. DEPOSITORY BOND RECORD, 1926-31. 1 vol.

Record of personal bonds of officers of institutions acting as depositories for public funds, showing date and amount of bond, names and addresses of bonded persons and surety, and conditions of obligations. No index. Hdw. 100 pp. 17 x 14 x 1. Aud. vt.

286. BANK DEPOSITORY BONDS, 1924-27. In Commissioners' Papers, entry 12.

Original bonds of officers of depositories for public funds, showing date and amount of bond, and names and addresses of bonded person and surety.

287. MONTHLY STATEMENT BY DEPOSITORY, 1926-27.

24 groups.

Monthly statements by depositories to board, showing date, name of cashier, previous balance, daily and total deposits, daily and total withdrawals, amount of interest, and current balance. Arr. chron. 350 pp. 6 x 3 x 1. Aud. off.

THE AMERICAN SOCIETY OF THE HISTORY OF THE

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XIII. SCHOOL FUND BOARD

The school fund board of Cass County, as created by an act of 1935, consists of the auditor and the clerk of the circuit court ex officio and one member appointed by the judge of the circuit court for a two-year term. No more than two members of the board may be adherents of the same political party. 1/

Originally, loans from the school funds of Cass County were made by the school commissioner, elected by the voters, in accordance with an act of 1831. The school commissioner was a financial agent of the county to manage the school funds and the lands belonging thereto. 2/ This office was abolished in 1852 and the duties divided between the auditor and treasurer. 3/ The auditor had the sole authority to make loans until 1935. 4/

The school fund board makes all loans from the common school and the congressional township school funds to owners of real estate, such loans to be secured by mortgage. The board must satisfy itself, after approval of the title by the county attorney, as to the value of real estate offered in the mortgage, the validity of the title, and whether it is encumbered. 5/ Loans may also be made to the county upon proper authorization by the county council, in certain cases, for a period not exceeding five years. 6/

All records are located in the auditor's office

1/ Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin, 1925 suppl., 6558.

2/ Rev. Laws 1831, ch. 86, sec. 6.

The first of these is the fact that the library is not a
 single entity, but a collection of many different
 parts, each of which has its own history and
 its own character. The second is the fact that the
 library is not a static institution, but a dynamic
 one, which is constantly changing and growing.
 The third is the fact that the library is not a
 purely academic institution, but a public one, which
 is open to all and which serves the needs of the
 community. The fourth is the fact that the library
 is not a purely physical institution, but a cultural
 one, which is concerned with the preservation and
 dissemination of knowledge and the promotion of
 learning and research. The fifth is the fact that
 the library is not a purely local institution, but a
 national one, which is part of a larger system
 of libraries and which is subject to national
 policies and regulations. The sixth is the fact that
 the library is not a purely public institution, but a
 private one, which is owned and managed by
 the people of the city and which is accountable
 to them. The seventh is the fact that the library
 is not a purely historical institution, but a
 modern one, which is constantly adapting to the
 needs of the present and the future. The eighth
 is the fact that the library is not a purely
 cultural institution, but a social one, which is
 concerned with the well-being of the community
 and the promotion of social justice. The ninth
 is the fact that the library is not a purely
 educational institution, but a recreational one,
 which is concerned with the enjoyment of
 literature and the promotion of leisure activities.
 The tenth is the fact that the library is not a
 purely intellectual institution, but a practical one,
 which is concerned with the application of
 knowledge to the needs of the community.

The library is a complex institution, which is

The library is a complex institution, which is

- 3/ 1 Rev. Stat. 1852, ch. 98, sec. 133.
4/ 1 Rev. Stat. 1852, ch. 98, sec. 34. Acts 1865, ch. 1,
sec. 75.
5/ Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin,
1935 suppl., 6558.
6/ Acts 1901; Burns 28-201; Baldwin 6568, 6569.

288. SCHOOL FUND LOANS AND APPROVALS, 1926--.

12 file boxes (numbering varies).

Original school fund mortgages and approvals on loans. Contains:
School Fund Loan Approvals, entry 289; and School Fund Mortgages,
entry 384. Arr. by mortgage nos. 10 x 2 x 4 $\frac{1}{2}$. Aud. off.

For other school fund records, see entries 97, and 383-89.

289. SCHOOL FUND LOAN APPROVALS, 1935--. In School Fund
Loans and Approvals, entry 288.

Record of approvals of school fund loans on reverse side of
applications, showing date of approval, amount of loan, and
signatures of members of board.

XIV. TREASURER

The treasurer is a constitutional officer elected for a two-year term. No person is eligible to the office of treasurer for more than four years in any six-year period. 1/ He is required to execute his official bond in the penalty of not less than the amount of money which may come into his hands at any time during his term. 2/

Prior to the Constitution of 1851, the office of treasurer was established at the organization of Cass County. The treasurer was appointed by the board of commissioners, under an act of 1824. 3/ The treasurer became an elective officer by an act of 1841. 4/

The treasurer receives all moneys coming to Cass County and disburses the same on the proper orders issued and attested by the auditor. 5/ He collects all taxes for state, county, school, road, or other purposes, due the county on the tax duplicate, 6/ delivered to him by the auditor, 7/ including city taxes. 8/ He sells by public auction real estate 9/ and personal property 10/ for delinquent taxes. He also collects taxes from corporations in the county, 11/ and the excise tax on shares of stock and deposits of banks 12/ and loan associations; 13/ and sells intangible tax stamps for the state board of tax commissioners. 14/

The treasurer makes quarterly reports to the board of commissioners, showing the true amount of money in the county treasury; 15/ a monthly report to the auditor, showing the total amount of cash payment received during the month and the respective accounts credited, 16/

semiannual settlements for taxes with the county auditor in May and December 17/ and in accordance therewith pays to the state treasurer in June and December all money due for state purposes; 18/ and makes such other payments to the state treasurer as authorized during the year. 19/ He makes to the auditor, quarterly and at the expiration of his term of office, a sworn report showing specifically the amount of fees collected, 20/ and deposits quarterly with the auditor all orders redeemed. 21/ The treasurer is ex officio a member of Cass County Board of Review. 22/

The treasurer keeps separate cashbooks--for taxes and special assessments and for payments for all other purposes. 23/ He is required to keep his books by separate accounts for separate funds or specific appropriations as well as by one general account. 24/

All the records are located in the courthouse.

1/ Const., art. 6, sec. 2.

2/ 1 Rev. Stat. 1852, Acts 1865, 1919; Burns 49-3101; Baldwin 5848.

3/ Rev. Laws, 1824, ch. 23, sec. 1.

4/ Acts 1841, ch. 4, sec. 1.

5/ 1 Rev. Stat. 1852; Burns 49-3103, 49-3111; Baldwin 5550, 5558.

6/ Acts 1919; Burns 64-1502; Baldwin 15748.

7/ Acts 1919; Burns 64-1408; Baldwin 15745.

8/ Acts 1933; Burns 48-1219; Baldwin 11400.

9/ Acts 1919; Burns 64-1516; Baldwin 15770.

10/ Acts 1919; Burns 64-1705; Baldwin 15782.

11/ Acts 1919; Burns 64-1801; Baldwin 15783.

12/ Acts 1933; Burns 64-804; Baldwin 15585.

13/ Acts 1933; Burns 64-827; Baldwin 15608.

14/ Acts 1933; Burns 64-927; Baldwin 15925.

15/ Acts 1895, 1913; Burns 49-1403; Baldwin 7578.

16/ Acts 1919; Burns 64-2101; Baldwin 15802.

17/ Acts 1919; Burns 64-2501; Baldwin 15850.

- 18/ Acts 1919; Burns 64-2503, 64-2504; Baldwin 15852,
15853.
19/ Acts 1859, 1861; Burns 49-1813; Baldwin 15059. Acts
1937; Burns, 1937 suppl., 61-626; Baldwin, 1937 suppl., 13844-47.
20/ Acts 1895, 1903, 1913; Burns 49-1402; Baldwin 7577.
21/ 1 Rev. Stat. 1852; Burns 49-3114; Baldwin 5516.
22/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin
15799.
23/ Acts 1919; Burns 64-2401; Baldwin 15802.
24/ 1 Rev. Stat. 1852; Burns 49-3109; Baldwin 5554.

Tax Collections

Personal and Real

290. TAX DUPLICATE AND DELINQUENT LIST, 1841--?. 514 vols.

Record of taxes assessed, collected, and delinquent; showing names of taxpayer, township, town, and range; value of real estate, improvements, and personal; poll; total of tax assessments; delinquent lists; stub number; and unpaid installments. Arr. alph. by names of taxpayers. Hdw. and typed. 500 pp. 16 x 26 x 2 $\frac{1}{2}$. 347 vols., 1841-1904, w. stg. rm., bsmt., 2 vols., 1845-46, and 153 vols., 1905-34, Tr. vt.; 12 vols., 1935--., Tr. off.

291. MORATORIUM TAX DUPLICATE, 1934--. 1 vol.

Record of taxes on which moratorium was declared, showing date of assessment, names of taxpayer, and taxing unit; description and location of property, value, penalty dropped, tax paid, and principal and interest due. Arr. chron. Hdw. and typed. 200 pp. 18 x 15 x 3/4. Tr. off.

292. RECORD OF INSOLVENT TAXES, 1853-1922. 4 vols. (1-4).

1901-13, missing.

Record of insolvent and uncollectable taxes, showing date, name of insolvent, year due, amount, reason for noncollection, new and old addresses, value of property on account of duplicate, and amount of tax due. Arr. alph. by taxing units. Hdw. 652 pp. 16 x 12 x $2\frac{1}{4}$.

W. stg. rm., bsmt.

293. RECORD OF RECEIPT AND SALE OF INTANGIBLE TAX STAMPS,

1933-. 1 vol.

Record of receipts and sales of intangible tax stamps, showing date of sale, consignment and receipt numbers, inventory, and amounts debited and credited to purchasers. Arr. chron. Hdw. 16 pp. 17 x 14 x $\frac{1}{2}$.

Tr. off.

294. EXCISE, INTANGIBLE, AND BANK TAX RECEIPTS, 1933--.

2 vols.

Record of receipts issued to tax payers, showing date of payment, name of payer, account, tax report number, and taxing unit. Arr. chron. 1933, typed. ^{*}May 22, 1933--, ndw.; 120 pp. 17 x 9 x $3\frac{1}{4}$. Tr. off.

295. TAX RECEIPT DUPLICATE, 1880-1927. 100 vols.

Record of duplicate receipts issued to treasurer for taxes paid, showing date; taxex paid; name of taxpayer; amount; duplicate and receipt numbers; description, value, and location of property; and mortgage exemption. No index. Typed. 750 pp. 6 x 10 x $3\frac{1}{2}$. E. stg.

rm., bsmt.

Delinquent

296. ABSTRACT OF DELINQUENT TAXES, 1930--. 1 vol.

Abstracts of delinquent taxes for transfer to duplicate, showing date, amount, penalty, tax carried forward, and duplicate number. Arr. chron. Hdw. 230 pp. 16 x 21 x $1\frac{1}{2}$. Tr. off.

297. WORK SHEET DELINQUENT TAX, 1926-34. 6 vols.

Record of delinquent taxes, showing date entered, name of delinquent taxpayer, penalties for tax year, and total tax and penalties. Arr. alph. by names of twps. and taxpayers. Hdw. 2800 pp. 10 x 12 x $8\frac{1}{4}$. Tr. vt.

298. REGISTER OF RECEIPTS FOR DELINQUENT TAXES, 1834--. 103 vols.

Record of delinquent taxes, showing date entered; name of delinquent taxpayer; description, location, and value of property; amount of taxes paid and delinquent; penalty to date; and total delinquency. Arr. chron. Hdw. Condition poor. 800 pp. 18 x 14 x $3\frac{1}{4}$. 94 vols., 1834-1930, w. stg. rm., bsmt.; 9 vols., 1931--, Tr. off.

299. [ORIGINAL AND DUPLICATE REGULAR AND DELINQUENT TAX RECEIPTS],

1911--. 52 boxes. Title varies: Treasurer's Cash Ticket. Original and duplicate tax receipts, showing date of payment; name of taxpayer; amount, description, location, and value of property; and mortgage exemptions. No index. Condition poor. 16 x 20 x 25. 38 file boxes, 1911-33, e. stg. rm., bsmt.; 14 file boxes, 1931--, w. stg. rm., bsmt.

300. TAX RECEIPTS OF DELINQUENT TAXES, 1932--. 17 boxes.

Duplicate tax receipts, showing date of payment; name of taxpayer; amount; interest; penalties; and location, description, and value of property. No index. 15 boxes, 21 x 12 x 11; 2 boxes, 20 x 30 x 10; 11 boxes, 1932-35, Tr. stg. rm.; 6 boxes, 1936--, Tr. vt.

301. TAX DUPLICATE UNPAID, 1936--. 16 file boxes.

Unpaid tax receipts, showing date due; name of property owner; amount; duplicate number; description, location, and value of property; and current tax. Arr. alph. by names of taxpayers. 6 x 9 x 24½. Tr. stg. rm.

302. AUDITOR'S CERTIFICATES, DELINQUENT TAX, 1854-1867. 2 vols.

Record of receipts for delinquent taxes paid, showing date paid, name of payer, amount, receipt number, and years delinquent. Arr. by receipt nos. Hdw. 260 pp. 16 x 12 x 1¼. W. stg. rm., bsmt.

303. TAX SALE RECEIPTS, 1885-1910. 2 vols.

Receipts for payments of property sold on account of delinquent taxes, showing date of quietus; names of owner and purchaser; description and location of property; and amounts of tax, penalties, interest, and sale. Arr. by receipt nos. Hdw. 200 pp. 18 x 17 x 1½. W. stg. rm., bsmt.

Inheritance (see also entries 106, 195-96, 278-79)

304. ORDER DETERMINING VALUE OF ESTATE AND AMOUNT OF TAX, 1926--.

4 file boxes.

Orders determining value of estate and amount of tax if any, showing date;

names of testator, executor, administrator, and appraiser; value of estate; deductions and exemptions; penalties; and total tax. Arr. alpn. by names of legatees, 15 x 11 x 3. 3 file boxes, 1926-35, Tr. stg. rm.; 1 box, 1936--, Tr. off.

305. INHERITANCE TAX RECEIPTS, 1926--. 1 file drawer.

Original inheritance tax receipts countersigned by state board, showing date; names of estate, decedent, legatees, administrator, and deputy; relationship of heir; and amounts of tax, and interest. No index. 5 x 19 x 22 $\frac{1}{2}$. Tr. off.

306. INHERITANCE TAX RECEIPTS, 1914--. 4 vols. (2, and 3 vols. not numbered).

Record of receipts issued for inheritance tax payments, showing date of payment; names of estate, decedent, legatees, and administrator; amounts of discount, and interest; cause number; and relationship in estate. Arr. chron. Hdw. 500 pp. 9 x 12 x 2 $\frac{1}{2}$. 2 vols., 1915-36, Tr. vt.; 2 vols., 1936--, Tr. off.

Public Improvement

307. DITCH TAX DUPLICATES, 1877-98. 9 vols. (1-3, and 6 vols. not numbered). 1878-80, 1882-90, missing.

Record of taxes collected for construction and repairs of ditches, showing date of payment, name of land owner, amount of assessment, location and description of land, and amounts of delinquency, penalty, and interest. Indexed alpn. by names of land owners. Hdw. 638 pp. 17 x 19 x 3. Bsmt. stg. rm.

Treasurer

308. DITCH TAX RECORD, 1892--. 3 vols.

Record of ditch assessments, showing date, name of landowner, location and description of land, and amounts of assessment and installment.

Arr. chron. Hdw. 270 pp. 18 x 23 x 2½. Tr. off.

309. RECORD OF DITCH TAX COLLECTIONS, 1886-1905. 1 vol.

Record of ditch tax collections, showing date of payment, name of payer, amount, receipt number, and total collections. No index.

Hdw. 400 pp. 16 x 11 x 2. Aud. vt.

310. DITCH REDEMPTION ACCOUNT AND CONSTRUCTION, 1914-23. 2 vols.

Record of redeemed road receipts for road construction, showing date of payment, names of payee and ditch, amount paid, and balance due.

Arr. alph. by names of ditches. Hdw. 272 pp. 12 x 8 x 1. E. stg. rm., bsmt.

311. RECORD OF RECEIPTS AND DISBURSEMENTS, DITCH FUNDS, 1892-1903.

1 vol.

Record of receipts and expenditures in construction and repairs of ditches, showing date, names of payee and payer, assessment amounts, amount paid, costs of material and labor, and location and description of ditch. Indexed alph. by names of ditches. Hdw. 372 pp. 14 x 9 x 1½.

W. stg. rm., bsmt.

312. DELINQUENT TAXES ON DITCHES, 1935--. 1 file box.

Delinquent ditch tax assessments, showing date of assessment, names of ditch, and property owner, duplicate page and receipt numbers, installment, and location and description of ditch. No index. 10 x 6 x 26.

Tr. off.

313. REGISTER DITCH RECEIPTS, 1907-12. 1 vol.

Record of receipts of ditch assessment payments, showing date of assessment, names of ditch and property owner, receipt and duplicate numbers, installment, amount, and description and location of ditch.

Arr. chron. Hdw. 320 pp. 18 x 12 x 1 $\frac{1}{2}$. W. stg. rm., bsmt.

314. DITCH TAX RECEIPTS, 1903-16. 2 vols.

Stubs of ditch tax receipts, showing date of payment, names of ditch and property owner, amount of tax, partial and completed installments, and location and description of ditch. Arr. by receipt nos.

Hdw. 375 pp. 17 x 14 x 2. W. stg. rm., bsmt.

315. REGISTER OF GRAVEL ROAD RECEIPTS, 1907-12. 1 vol.

Record of receipts in payment of taxes assessed for gravel road repairs and construction, showing date of payment, names of road and property owner, amount assessed, and total assessments. Arr. chron. Hdw.

320 pp. 18 x 12 x 1 $\frac{1}{2}$. W. stg. rm., bsmt.

Receipts and Disbursements

316. DAILY BALANCE, 1908--. 18 vols. (1-18).

Daily balance of cash on hand and in depositories, showing date, previous balance, source and amount of receipts, total disbursements, summary of receipts and disbursements, and current balance. No index.

Hdw. 700 pp. 17 x 12 x 2 $\frac{1}{2}$. 14 vols., 1908-26, w. stg. rm., bsmt;
4 vols., 1927--, Tr. vt.

317. MONTHLY BALANCE RECORD, 1912-23. 1 vol.

Record of monthly receipts, disbursements, and balance; showing date, previous balance, amounts received and disbursed, names of payer and payee, funds debited and credited, overdraft, accrued interest, and balance at close of period. Arr. chron. Hdw. 306 pp. 18 x 17 x 2. W. stg. rm., bsmt.

318. CASH BOOK, 1922--. 16 vols. (18,28,32-45). Vols. 1-17, prior to Nov. 1922; 1927; Nov. 1923-Nov. 1927; and Vols. 29-31, Nov. 15, 1928-Jan. 4, 1930, missing.

Record of tax collections, showing date, tax duplicate number, total collected, and distribution of all taxes collected. Arr. alph. by twps., thereunder chron. Hdw. 325 pp. 18 x 12 x 1 $\frac{1}{4}$. 1 vol., Nov. 1927-Nov. 1928, e. stg. rm., bsmt; 15 vols., 1922; 1930; 1935--, Tr. vt.

319. RECORD OF RECEIPTS, 1841-1924. 4 vols. (2,3, and 2 vols. not numbered). 1873-1910, missing. Title varies: Register of Receipts.

Record of all money received by treasurer, showing date of payment, name of payer, amount, receipt number, fund credited, and total receipts. Arr. chron. Hdw. 300 pp. 18 x 25 x 2. 3 vols., 1841-72, 1911-16, 1922-24, w. stg. rm., bsmt.; 1 vol., 1916-21, e. stg. rm., bsmt.

320. MISCELLANEOUS RECEIPTS, 1879-1924. 10 vols. Title varies: Register of Miscellaneous Receipts.

Record of miscellaneous receipts, showing date paid, name of payer, receipt number, amount, fund debited, account number, source, and total fees collected. Arr. chron. Hdw. 500 pp. 16 x 12 x 2. W. stg. rm., bsmt.

321. TREASURER'S ACCOUNT, 1869-73. 1 vol. Title varies: Road

Receipts Redeemed by Treasurer.

Treasurer's account of settlement of taxes, to each township, showing date and amount of tax. Arr. chron. Hdw. 400 pp. 16 x 11 x 2. Bsmt. stg. rm.

322. RECORD OF APPROPRIATIONS AND DISBURSEMENTS, 1911-1913.

2 vols. (2, and 1 vol. not numbered).

Record of appropriations and disbursements of county reveune, showing date, amount appropriated to each fund, warrant number, name of fund, date redeemed, and total disbursed. Arr. by names of funds. Hdw. 700 pp. 16 x 20 x 3. W. stg. rm., bsmt.

323. RECEIPTS, TREASURER, 1914-25. 5 vols.

Copies of receipts given for payments, other than real estate taxes, and made to treasurer, showing date, source, amount, name of payer, and fund debited or credited. Arr. chron. Hdw. 375 pp. 13 x 11 x 2 $\frac{1}{2}$. 3 vols., 1914-June 1921, e. stg. rm., bsmt.; 2 vols., Dec. 1921-25, w. stg. rm., bsmt.

324. TREASURER'S RECEIPTS, 1932-34. In Tax Papers and Receipts, entry 10.

Original receipts issued for payments made to treasurer, showing date of payment, name of payer, amount, receipt number, fund debited, and total receipts.

325. REGISTER OF DISBURSEMENTS, 1914-25. 4 vols. (3-6).

Record of disbursements of school and miscellaneous funds, showing date, name of fund, warrant number, amount disbursed, and total amount.

Arr. chron. Hdw. 600 pp. 16 x 20 x 2 $\frac{1}{2}$. 3 vols., 1914-Feb. 1925, w. stg. rm., bsmt.; 1 vol., Jan. 1917-Nov. 1919, e. stg. rm., bsmt.

326. ORDERS REDEEMED, 1857-1907. 5 vols. (1, and 4 vols. not numbered). Title varies: Treasurer's Reports.

Record of county orders redeemed and given to auditor, showing order number, date redeemed, name of vendor, and fund credited. No index. 2 vols., 1857-1880, arr. chron.; 3 vols., 1892-1907, no index. Hdw. 500 pp. 15 x 10 x 2 $\frac{1}{2}$. W. stg. rm., bsmt.

327. REGISTER OF WARRANTS, 1911--. 12 vols. (1-3, 1-5, 6-8, and 1 vol. not numbered). 2 vols., 1917-24, missing. Title varies: Cash Book of Disbursements on Auditor's Warrants.

Register of warrants issued on funds in depositories, showing date, number and amount of warrant, names of payer and depository, and ledger page reference. Arr. chron. Hdw. 640 pp. 17 x 12 x 3. 9 vols., 1911-25, w. stg. rm., bsmt.; 3 vols., 1925--, Tr. vt.

328. CANCELED WARRANTS, 1933--. 5 pasteboard boxes.

Canceled warrants, showing date paid, name of vendor, warrant number, amount, and appropriation credited. No index. 4 box, 21 x 12 x 11; 1 box, 14 x 16 x 5. Tr. vt.

XV. AUDITOR

The auditor is a constitutional officer, elected for a four-year term. No person is eligible to the office of auditor for more than eight years in any twelve-year period. 1/ He is required to post bond in the amount of ten thousand dollars approved by and filed with the county commissioners. 2/

Prior to the Constitution of 1851, this office was established by the legislature in 1841. 3/

The auditor is the financial agent of the county and the routine administration of county affairs centers in his office, through which all financial transactions are conducted.

The principal functions of the auditor are fourfold: As a county "controller", he keeps the accounts of the county and issues warrants for all claims allowed by the commissioners, by court order, 4/ or otherwise as statutes provide. 5/ Ex officio he is clerk of the board of commissioners, 6/ the county council, 7/ and the board of tax adjustment, 8/ and secretary of the board of finance. 9/ He is also a member and the secretary of the board of review, 10/ and a member of the school fund board, 11/ As a tax officer, he prepares the official tax duplicates, 12/ certifies to the treasurer the amount of taxes due from banks; 13/ and, if the board of tax adjustment fails to complete its duties on time or to reduce the rate to the legal maximum, fixes the tax rate within any municipal corporation in the county. 14/ As budget officer he compiles estimates made to him by each county agency;

keeps them on file for one month, subject to inspection by any taxpayer; and submits them with his recommendations to the county council at its annual meeting. 15/

Other duties are: Managing the common school and the congressional township school funds, with the exception of making loans; 16/ preparing the ditch duplicate, covering assessments for construction or repair of ditches and drains; 17/ issuing licenses to peddlers, shows and theaters, 18/ and permits for public warehouses; 19/ acknowledging deeds and mortgages executed for the security of trust fund loans; 20/ and approving bonds of township trustees. 21/

The auditor keeps a record of all the financial transactions of his office in cashbooks, 22/ warrant books, 23/ and fee books, 24/ and in such separate books as prescribed by statute. He is required to keep separate accounts for each specific item of appropriation by the county council 25/ and an accurate account current, with the treasurer, of county funds. 26/ He also keeps a transfer book, arranged by townships, cities, and towns, of all land conveyances in the county. 27/ He keeps the records of all the boards of which he is clerk or secretary and must preserve the documents, books, papers, and maps deposited in his office. 28/

All the records are located in the courthouse.

1/ Const., art. 6, sec. 2.

2/ Acts 1899; Burns 49-3003; Baldwin 5417.

3/ Acts 1841, ch. 2, sec. 1.

4/ Acts 1897; Burns 26-809; Baldwin 5257.

5/ 1 Rev. Stat. 1852; Burns 49-3005; Baldwin 5419.

6/ 1 Rev. Stat. 1852; Burns 49-3004; Baldwin 5418.

7/ Acts 1899; Burns 26-509; Baldwin 5373.

8/ Acts 1937; Burns, 1937 suppl., 64-310; Baldwin, 1937 suppl., 15897-4.

9/ Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 13844-50.

- 10/ Acts 1919, 1920 (Spc. Sess.); Burns 64-1201; Baldwin 15700.
 11/ Acts 1865, 1935; Burns, suppl., 28-209; Baldwin, 1935 suppl., 5558.
 12/ Acts 1919; Burns 64-1403; Baldwin 15740.
 13/ Acts 1933; Burns 64-810; Baldwin 15591.
 14/ Acts 1937; Burns, 1937 suppl., 64-314; Baldwin, 1937 suppl., 15897-8.
 15/ Acts 1899; Burns 26-520; Baldwin 5384.
 C 16/ Acts 1865; Burns 28-105; Baldwin 6511. Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin, 1935 suppl., 6558.
 17/ Acts 1933; Burns 27-134; Baldwin 5770.
 18/ 1 Rev. Stat. 1852; Burns 42-204; Baldwin 10447.
 19/ Acts 1875, 1879 (Spc. Sess.); Burns 67-201; Baldwin 16206.
 20/ 1 Rev. Stat. 1852; Burns 49-3011; Baldwin 5425.
 21/ Acts 1915; Burns 65-103; Baldwin 16061.
 22/ Acts 1895; Burns 49-1401; Baldwin 7576.
 23/ 1 Rev. Stat. 1852; Burns 49-3005; Baldwin 5419.
 24/ Acts 1895; Burns 49-1306; Baldwin 7559.
 25/ Acts 1899; Burns 26-523; Baldwin 5387.
 26/ 1 Rev. Stat. 1852; Burns 49-3010; Baldwin 5423.
 27/ Acts 1919; Burns 64-1409; Baldwin 15746.
 28/ 1 Rev. Stat. 1852; Burns 49-3004; Baldwin 5418.

Audits and Reports

329. CO(UNTY) OFFICER'S QUARTERLY REPORT, 1931--. 1 file box.

Quarterly reports to board of commissioners of fees collected by county officers, showing name of officer, date and amount collected, source, receipt number, total amount, affidavit of officer, and signature of clerk. No index. 12 x 5 x 13. Aud. work rm.

330. VENUE RECORD, 1918-26. 1 vol.

Record of costs in cases venued to or from courts, showing date, foreign and local courts of jurisdiction, names of plaintiff and defendant, and cause of auction. Arr. chron. Hdw. 400 pp. 14 x 13 x 2. W. stg. rm., bsmt.

For other change of venue records, see entries 224-5.

331. CERTIFICATE OF DISTRIBUTION, AUDITOR, 1926--. 4 vols.

(6-8, and 1 vol. not numbered). 5 vols. [#], (1-5), prior to 1928, missing.

Stubs of certificates of distribution to various county offices, showing date, name of payee, number of certificate, amount, and fund debited or credited. No index. 1926-June 21, 1923, hdw.; June 22, 1933--, typed. 350 pp. 10 x 14 x 2. Aud. vt.

332. AUDITOR'S CERTIFICATE OF DISTRIBUTION, 1911-29. 5 file boxes.

Certificates of distribution of funds from tax and other collections, and prorated to townships, showing date, name of township, warrant number, amount, and fund debited or credited. No index. Condition fair. 12 x 12 x 18. Bsmt. stg. rm.

333. SETTLEMENT SHEETS, 1901--. 9 bundles; 1 file box.

Settlement sheets for distribution of tax revenue according to abstracts of taxable property, showing name of payee, current and delinquent taxes collected, rate of each unit, amount due each unit, and purpose. No index. Bundles, 21 x 18 x 1 $\frac{1}{2}$; file box, 18 x 25 x 25. 7 bundles, 1910-36, Aud. work rm.; 2 bundles, 1924-28⁶, Aud. vt.; 1 box, 1917-23, E. stg. rm., bsmt.

334. APPORTIONMENT OF CURRENT DELINQUENT TAXES COLLECTED,

1925-27. 1 file box.

Apportionment sheet of current and delinquent taxes collected, showing date, name of taxing unit, number of polls, total collected, and return of second installment. No index. Condition fair. 20 x 20 x 14 $\frac{1}{2}$. Aud. vt.

335. REGISTER OF CIRCUIT COURT ALLOWANCES, 1904--. 2 vols.

(1-2).

Register of circuit court allowances for services of witnesses, jurors, and county officials; showing date; names of witnesses, jurors, and county officials; amount; nature of claim; and order number. No index. Hdw. 500 pp. 18 x 12 x 2. 1 vol., 1904-33, Aud. vt.; 1 vol., 1934--, Aud. off.

336. JUSTICES' RETURNS, 1847-72. 1 file box.

Report of fines and penalties assessed or collected by justices of the peace, showing names of plaintiff and defendant, nature of offense, and amount of fine. Arr. chron. 10 x 5 x 14. Clk. vt.

337. LEVIES FOR TOWNSHIPS AND CITIES, 1932--. 1 file box.

Budget estimates and tax levies, showing date, amounts appropriated to funds, levies, budget classifications, and comparative statement of tax collections. No index. 12 x 5 x 13. Aud. work. rm.

338. TRUSTEE'S VOUCHERS, 1931--. 3 boxes.

Trustee's vouchers of expenditures from township funds, showing date, names of payer and payee, number and amount of warrant, purpose, fund debited or credited, and total. Arr. alph. by names of townships. Condition poor. 20 x 20 x 14½. Aud. vt.

339. TRUSTEE DOG TAX REPORT, 1932--. 1 file box.

Township trustee's reports of dog tax receipts, and disbursements to claimants for damage by stray dogs; showing date, source and amount of dog tax receipts, date and number of voucher, name of payer, purpose and amount of disbursements from dog tax fund, total receipts and disbursements,

balance, names of county and township, date of report, and signature of trustee. Arr. chron. 12 x 5 x 13. Aud. work rm.

Receipts and Disbursements

340. MONTHLY AND YEARLY BALANCE, 1913--. 3 vols. (2-3, and 1 vol. not numbered).

Monthly financial statements, showing previous balance, total receipts and disbursements, name of fund debited or credited, current balance, and overdraft. No index. Hdw. 320 pp. 21 x 16 x $1\frac{1}{2}$. 2 vols., 1913-24, e. stg. rm., bsmt.; 1 vol., 1925--, Aud. work rm.

341. FEE AND CASH BOOK, 1910--. 13 vols. (1-11, 3-4).

Record of fees and cash received by auditor, showing date received, name of payer, source, total collected, and date and amount paid to treasurer. No index. Hdw. 400 pp. 18 x 12 x $1\frac{3}{4}$. 11 vols., 1910-Dec. 1926, w. stg. rm., bsmt.; 1 vol., June 2, 1923-July 1, 1930, Aud. vt.; 1 vol., July 1, 1930--, Aud. off.

342. REGISTER OF RECEIPTS, 1911-24. 1 vol.

Register of money received from sources other than taxes, showing names of payee and payer, receipt number and amount, and fund debited or credited. No index. Hdw. 640 pp. 16 x 12 x $2\frac{1}{2}$. Aud. vt.

343. LEDGER, 1911--. 5 vols.

Ledger accounts record. Contains: Bank Tax Collections, entry 344; County Expenses Road Construction, entry 350. No index. Hdw. 285 pp. 14 x 9 x 1. 4 vols., 1911-22, Aud. vt.; 1 vol., 1923--, Aud. off.

344. BANK TAX , [Collections], 1933-36. In [Ledger], entry 343.

Record of taxes collected by banks, showing date of payment, name of payer, treasurer's receipt number, and amount paid.

345. RECORD OF RECEIPTS, 1911-21. 4 vols. (2, and 3 vols. not numbered).

Record of receipts from all sources, showing date, receipt number, total amount and source of all funds, and name of fund: debited or credited. Arr. chron. Hdw. 300 pp. 18 x 19 x 2. W. stg. rm., bsmt.

346. REGISTER OF MISCELLANEOUS RECEIPTS, 1879-1910. 2 vols. (2-3).

Vol. 1, prior to 1879, missing.

Register of miscellaneous receipts, showing date, receipt number, source, and amount and distribution, to various county offices. Arr. chron. Hdw. 300 pp. 18 x 12 x 3. W. stg. rm., bsmt.

347. [APPROPRIATIONS, RECEIPTS, AND DISBURSEMENTS], 1931--.

2 vols.

Record of appropriations, receipts, and disbursements for all county expenses, showing date, number and amount of appropriation, date and amount disbursed, warrant number, overdraft, and balance. No index. Hdw. 600 pp. 17 x 15 x 3. 1 vol., 1931-36, Aud. vt.; 1 vol., 1937--, Aud. work. rm.

348. RECORD OF APPROPRIATIONS AND DISBURSEMENTS' 1911--. 5 vols. (1-5).

Record of appropriations and disbursements of all county revenue, showing date and amount of appropriation; date, number, and amount of warrant; date redeemed; type of expense; and fund debited or credited. Arr. chron. Hdw. 700 pp. 16 x 20 x 3. W. stg. rm., bsmt.

349. JOURNAL County Expenditures, 1926--. 2 vols.

Record of money paid for county supplies and expenses including salaries of county officials, showing date, names of official, payer or payee, date, warrant number and amount, type of expense, and name of fund debited or credited. Arr. chron. Hdw. 300 pp. 14 x 9 x 1. Aud. vt.

350. COUNTY EXPENSES, Road Construction, 1911-29. In Ledger, entry 343.

Record of expense incurred by road construction, showing date, amount, purpose, miscellaneous items, total, and name of surveyor.

351. COUNTY EXPENSE RECEIPTS, 1911--. 12 vols.

Copies of warrants issued on treasurers for claims allowed commissioners, showing date, number, and amount of warrant; name of payee; fund debited; and date redeemed. No index. Hdw. and typed. 500 pp. 10 x 13 x 4. E. stg. rm., bsmt.

352. REGISTER OF RECEIPTS AND DISBURSEMENTS, FREE TURNPIKE BONDS, 1915-26. 1 vol.

Record of bonds with interest coupons attached sold for free turnpike roads, showing amounts of bond and interest, date redeemed, date and number of receipt, and total. No index. Hdw. 408 pp. 16 x 19 x 1 $\frac{1}{2}$. Aud. vt.

353. REGISTER OF ROAD RECEIPTS REDEEMED, 1904-13. 1 vol. (3).

2 vols., (1-2), prior to 1904, missing.

Statistical record of road receipts redeemed by treasurer, showing date, number and amount of receipt, name of township, total redeemed for month, and amount brought forward. Arr. chron. Hdw. 300 pp. 16 x 11 x 2. W. stg. rm., bsmt.

354. REGISTER OF POOR FUND CLAIMS, 1935--. 1 vol.

Register of poor fund claims, showing date, number, and amount of claim, name of vendor; classification; corrections by auditor; amount paid by federal fund; amount certified by auditor for payment; date paid; and warrant number. Arr. chron. Hdw. 230 pp. 12 x 18 x 1 $\frac{1}{2}$. Aud. off.

355. SALE OF COUNTY POOR BONDS, 1914--. 1 vol. Title varies:

Township Poor Relief; Township Poor; Bond Redemption.

Record of sale of bonds for poor relief, expenditures, and redemption of bonds; showing date of sale; bond number; amounts of bond and interest; date due; date, number, and amount of warrant or receipt for disbursements; names of payer and payee; number and amount of bond redeemed; date, number, and amount of warrant including interest; total expenditures; and balance. Indexed alph. by names of twps. Hdw. 150 pp. 10 x 12 x 1 $\frac{1}{2}$. Aud. work rm.

356. ORDERS OF CASS COUNTY, AUDITOR, 1860-1915. 11 vols.

Stubs of orders issued to treasurer for the payment of county indebtedness, showing date, number, and amount of order; name of payer, and nature of indebtedness. Arr. by order nos. Hdw. 350 pp. 17 x 14 x 12. W. stg. rm., bsmt.

357. REGISTER OF ORDERS, 1850-1910. 13 vols. Oct. 1877-Dec. 1889,

missing. Title varies: County Order Register.

Record of orders issued by auditor to treasurer to pay claims against the county, showing date, number, nature, and amount of claim; name of payee; and date canceled. Arr. chron. Hdw. 600 pp. 18 x 12 x 3.

W. stg. rm., bsmt.

358. COUNTY ORDERS REDEEMED, 1870-81. 1 vol.

Register of county orders redeemed by auditor, showing date, number and amount of order, purpose, and date redeemed. No index. Hdw. 400 pp. 14 x 9 x 2. W. stg. rm., bsmt.

359. QUIETUS, 1917-34. In Tax Papers and Receipts, entry 10.

Auditor's record of quietus issued by treasurer, showing date, amount, name of payer, purpose of payment, fund debited, posting date, and ledger volume and page reference.

360. REGISTER OF WARRANTS, 1913-26. 6 vols.

Register of warrants issued to treasurer, showing date, number and amount of warrant, name of payee, fund debited, purpose, and date redeemed. Arr. chron. Hdw. 640 pp. 18 x 12 x 2 3/4. E. stg. rm., bsmt.

361. WARRANTS, 1904-33. 3 bundles, and 3 boxes.

Duplicates of warrants which have been issued for various purposes, showing date, number and amount of warrant, name of payee, and purpose. No index. 10 x 18 x 20. 2 bundles, 1904-31, Aud. vt.; 1 bundle, and 3 boxes, 1929-30, 1932-33, e. stg. rm., bsmt.

362. QUIETUS DUPLICATES, 1904--. 11 vols. Dec. 4, 1906-Feb. 28, 1923, missing.

Duplicates of quietus issued by auditor, showing date, amount, and number of receipt; amount posted to county fund; and amount posted to special fund. No index. 1904-34, ndw.; 1935--, typed. 740 pp. 16 x 12 x 4. 3 vols., 1904-Dec. 3, 1906; Mar. 1, 1923-Feb. 29, 1924, w. stg. rm., bsmt., 7 vols., Mar. 1, -Dec. 28, 1936; 1924--, Aud. vt.; 1 vol., 1937--, Aud. off.

Taxes

Appraisements

363. TRANSFER BOOK, 1851-1874. 30 vols. (2-15, and 16 vols. not numbered).

Transfer and appraisal list of real estate, showing names of grantee and grantor, description and location of property, and appraised value. Indexed alph. by names of grantees and grantors. Hdw.

375 pp. 16 x 12 x 2. 28 vols., 1851-74, w. w. stg. rm., bsmt; 2 vols., 1853-74, Aud. vt.

364. APPRAISEMENT LIST, 1864---. 288 vols. (numbering varies).

Appraisal list and transfers of city and town real estate, showing names of grantor and grantee; description, location, and appraised value of real estate; and dates of deeds, and transfers. 1. Indexed alph. by names of land owners. Hdw. 650 pp. 18 x 15 x 4. 238 vols., 1864-1932, Aud. vt.; 28 vols., 1869-1903, w. stg. rm., bsmt, 22 vols., 1932--., Aud. off.

365. MILEAGE ON CORPORATIONS, 1920--. 2 file boxes.

Public service corporation statements of communication equipment in county for taxation, showing name of corporation, description and location of real estate and personal property, assessed valuation, tax rate, and total tax. Arr. chron. 12 x 5 x 13. 1 box, 1920-29, Aud. vt.; 1 box, 1930--., Aud. work rm.

366. VALUATION OF REAL ESTATE, 1859. 1 vol.

Valuation of real estate in county, showing name of owner, description

location and valuation of property, and total value including improvements. Indexed alph. by names of twps. Hdw. 300 pp. 16 x 11 x 1½. W. stg. rm., bsmt.

Returns

367. AFFIDAVIT OF MORTGAGE INDEBTEDNESS, 1930-35. 8 boxes.

Affidavits of mortgage indebtedness on real estate, showing names of mortgagees and mortgagor; address, location, and description of real estate; amount of mortgage indebtedness; and signature of affiant.

Arr. alph. by names of twps. Condition fair. 12 x 6 x 18. 2 boxes, 1930-31, e. stg. rm., bsmt.; 5 boxes, 1932-34, Aud. vt.; 2 boxes, 1930-35, Aud. work rm.

368. FIREMENS' EXEMPTIONS, 1934-35. 1 file box.

Record of firemen's claims for mortgage exemptions, showing name and address of fireman, location and description of property, and amount of exemption claimed. No index. 12 x 6 x 18. Aud. off.

369. MORTGAGE EXEMPTIONS, 1922-35. 32 vols.

Record of mortgage exemptions, showing names of mortgagee and mortgagor; location, description, and value of property; amount of land; and amount of mortgage indebtedness. Indexed by taxing units, and thereunder alph. by names of mortgagors. 1922-34, ndw.; 1935, typed. 900 pp. 9 x 11 x 4. 24 vols., 1922-29, e. stg. rm., bsmt.; 8 vols., 1931-35, Aud. vt.

370. AFFIDAVITS OF SOLDIERS' EXEMPTIONS, 1923--. 12 vols.

Title varies: Affidavits of Exemptions, Soldiers.

Record of claims of mortgage exemptions and amount of war service rendered in U. S. army, navy, or marines; showing name, age, residence, military

record, and branch of military service of applicant; date and number of pension certificate; and signature of affiant. Arr. chron. Hdw. 150 pp. 7 x 9 x 1. 7 vols., 1923-31, e. stg. rm., bsmt.; 5 vols., 1932--, Aud. vt.

Lists

371. ASSESSOR'S BOOK, 1875-82. 5 vols.

Record of assessed valuation of real estate and improvements, showing name of owner; and location, description, and valuation of real estate and improvements. Indexed alph. by names of land owners. Hdw. 600 pp. 15 x 10 x 2 $\frac{1}{4}$. W. stg. bsmt., rm.

372. ASSESSMENTS, 1876--. 867 vols.

Schedule of real and personal property and intangible assessments, showing name of owner, date assessed, assessed valuation; and location, description, and value of property. Indexed alph. by names of taxpayers. Hdw. 450 pp. 15 x 12 x 2. 530 vols., 1876-1931, e. stg. rm., bsmt.; 298 vols., 1922-35, Aud. vt; 23 vols., 1934-36, Assr. off.; 16 vols., 1936--, Aud. work rm.

373. ABSTRACTS OF ASSESSMENTS OF REAL ESTATE, not dated.

1 vol.

Abstracts of assessments of real estate, showing name of owner; description, location, and valuation of real estate; tax rate; and total tax. Arr. alph. by names of owners. Hdw. 140 pp. 13 x 8 x 1. Bsmt. stg. rm.

Delinquent and Erroneous

374. CERTIFICATES OF ERRONEOUS TAXES, 1876--. 7 vols.

Nov. 30, 1910-Oct. 30, 1932, missing. Title varies:

Schedule of Erroneous Taxes.

Record of property owners who have been assessed erroneously, showing name of owner; certificate number; description, location, and value of property; amount assessed; and amount claimed erroneous. Arr. chron. Hdw. 506 pp. 16 x 10 x 2 $\frac{1}{2}$. 1 vol., 1876-1910, 4 vols., Nov. 9, 1928-May 18, 1936; 1876-1918, Aud. vt.; 2 vols., Nov. 1, 1922-Nov. 9, 1928, e. stg. rm., bsmt.; 1 vol., Mar. 22, 1934--., Aud. off.

375. RECORD OF DELINQUENT TAX QUIETUS, 1884-90. 2 vols.

(1, and 1 vol. not numbered). Title varies: Delinquent Quietus.

Record of delinquent tax quietus, showing date issued, order number, name of payer, number of polls, male or female dog, tax penalty, interest, and total under each taxing unit. Arr. chron. Hdw. 600 pp. 18 x 21 x 2 $\frac{1}{2}$. W. stg. rm., bsmt.

376. RECORD DELINQUENT ADVERTISING, 1860-1925. 4 vols.

Record of real estate advertised for sale, over the payment of delinquent taxes, showing name of owner; description, location, and value of property; year and amount delinquent; penalty; interest; costs; current year taxes; and total. No index. Hdw. 800 pp. 18 x 13 x 3 $\frac{1}{4}$. 3 vols., 1860-Jan. 19, 1903, w. stg. rm., bsmt.; 1 vol., 1902-25, Aud. vt.

377. SALES RECORD, 1844-1933. 3 vols. (1-3). Title varies: Tax Sale Record; Record of Tax Sales.

Record of property sold for unpaid taxes, showing names of owner

and purchaser; certificate number; description, location, and value of property; amount of sale; and date of redemption. No index. Hdw. 470 pp. 17 x 15 x 2 $\frac{1}{4}$. 2 vols., 1844-May 1898, Aud. vt.; 1 vol., May 1898-1933, Aud. off.

For tax deed records, see entry 82.

378. TAX SALE CERTIFICATES, 1900-1931. In Tax Papers and Receipts, entry 10.

Tax sale certificates, showing names of treasurer, auditor, owner, and purchaser; date of sale; amount; description, location, and value of property; receipt and certificate numbers; and amounts of penalty, interest, and cash due court.

379. REGISTER OF DEEDS FOR DELINQUENT LAND, 1844-1903. 1 vol. Register of deeds of property sold for non payment of taxes, showing deed and certificate numbers; names of owner and purchaser; date of sale; description, location, and value of land; purpose; and dates of deed and redemption. No index. Hdw. 400 pp. 16 x 11 x 1 $\frac{3}{4}$. Aud. vt.

⁸
380. DOUBTFUL TAX, 1854-70. 8 vols. (1-3,4, 4-5, 6,6). Record of uncollectable personal property tax, showing name of taxpayer, location and description of personal property, and amount of tax. Indexed alph. by names of twps. Hdw. 600 pp. 17 x 16 x 2 $\frac{1}{2}$. Bsmt. stg. rm.

Plat Books

⁸
381. ASSESSOR'S PLAT BOOK, 1919-22. 9 vols. 1920-21, missing. Assessor's plat book for each congressional township, range, and city of

Logansport, showing name of owner, number of plat, description and location of property, and amount and valuation of land. Arr. by twps. and additions. Hdw. 444 pp. 18 x 22 x 2 $\frac{1}{2}$. 6 vols., 1919-22, w. stg. rm., bsmt.; 3 vols., not dated, Aud. vt.

382. TRACT BOOK, 1827-49. 2 vols.

Record of transfers of tracts of land, showing name of purchaser, location and description, date of purchase, rate per acre, kind of land, date of entry, receipt for certificate number, date of patent, and place recorded. Arr. by section nos. Hdw. 275 pp. 14 x 11 x 1 $\frac{1}{2}$. Aud. vt.

School Funds
(See also entries 97, 268)

383. REGISTER OF SCHOOL LOANS, 1843--. 3 vols. (2,3,5). Vol. 1, prior to 1843, and 1844-79, missing.

Register of school fund loans, showing date; loan number; type of fund; name and address of mortgagor; location, description, and value of property; amount and interest rate of loan; term of loan; and dates due and paid. Indexed alph. by names of mortgagors. Hdw. 531 pp. 17 x 12 x 2 $\frac{1}{2}$. 1 vol., 1843-Feb.1, 1890, Aud. vt.; 2 vols., Mar.29, 1879--, Aud. off.

384. SCHOOL FUND MORTGAGES, 1926--. In School Fund Loans and Appraisals, entry 288.

Original school fund mortgages, showing date, number, amount, and term of mortgage; name of mortgagor; description and location of property, and date due.

385. SCHOOL FUND RECORD, 1879--. 2 vols: (2, and 1 vol. not numbered).

Record of receipts and disbursements of school funds, showing date of ascertaining condition, amount held in trust, loans in force, cash in treasury, loans paid, fines and forfeitures, total debits, conditions of common and congressional school funds, and permnant endowment fund of Indiana University. Arr. chron. Hdw. 238 pp. 16 x 17 x 2. 1 vol., Mar. 31, 1915-May 31, 1930, Aud. vt.; 1 vol., Mar. 22, 1879--, Aud. off.

386. REGISTER OF SCHOOL FUND RECEIPTS, 1907-10. 1 vol. (4).

Auditor's record of cash paid into school fund from the payment of various taxes and fees, showing date, name of payer, receipt number, amount, source of funds, and fund debited or credited. Arr. chron. Hdw. 300 pp. 18 x 12 x 2. W. st_C. rm., bsmt.

387. DAY BOOK, [School Funds], 1850-1910. 1 vol.

Record of receipts and disbursements of school funds, showing date; names of payee, payer, and fund; source of revenue; fund debited or credited; and balance. Indexed alph. by names of funds. Hdw. 380 pp. 12 x 8 x 1 $\frac{1}{4}$. Aud. work rm.

388. JOURNAL [Congressional and Common School Funds], 1848-84.

6 vols. (2-3, and 4 vols. not numbered).

Record of recoipts and disbursements of common and congressional school funds, showing date, source of fund, amount, fund debited or credited, amount of disbursements, and balance. Arr. chron. Hdw. 640 pp. 16 x 11 x 2 $\frac{1}{4}$. 3 vols., 1848-84, w. stg. rm.; bsmt.; 3 vols., 1870-82, Aud. vt.

389. REGISTER OF CONGRESSIONAL SCHOOL FUND, 1849-73. 2 vols.

Register of receipts of congressional school fund by treasurer, showing date and number of receipt, names of payer and of fund debited, and amount. No index. Hdw. 475 pp. 16 x 11 x 2 $\frac{1}{2}$. 1 vol., 1849-73, Aud. vt.; 1 vol., 1851-67, w. stg. rm., bsmt.

Official Bonds
(See also entries 35-39)

390. TRUSTEE'S BONDS, 1890-94. 1 vol.

Register of bonds given by trustees for the faithful performance of their duties, showing date and amount of bond, names of bonded and sureties, stipulations, and date of expiration. Indexed alph. by names of trustee and sureties. Hdw. 640 pp. 18 x 12 x 3. Aud. vt.

Miscellaneous Records

391. DEPUTY ASSESSOR'S APPOINTMENTS, 1933--. 1 file box.

Township deputy assessor appointments, showing date, names of deputy and township, year, territory assessed, signature of assessor, and affidavit of auditor. Arr. chron. 12 x 5 x 13. Aud. work rm.

392. APPLICATIONS FOR LIQUOR LICENSE, 1903-8. 2 boxes.

Record of applications to board of commissioners for licenses to sell intoxicating liquors, showing name and signature of applicant, location of business, proof of publication, attached bond, names of sureties, and date and obligation of bond. No index. 10 x 12 x 24. E. stg. rm., bsmt.

393. ENUMERATION OF WHITE AND COLORED MALE INHABITANTS, 1913--.

47 vols.

Record of enumeration of white and colored male inhabitants, showing name, age, color, address, and precinct number. Indexed alph. by names of twps. Hdw. 150 pp. 14 x 8 x 3/4. E. stg. rm., bsmt.

394. ENUMERATION OF WHITE AND COLORED MALE INHABITANTS OVER AGE OF TWENTY-ONE YEARS, 1931. 1 file box.

Register of enumeration of white and colored male inhabitants over the age of twenty-one years, showing name of corporation, number of white and colored male inhabitants, total enumeration, and affidavits of auditor. No index. 15 x 11 x 5. Aud. vt.

395. FORESTRY RECORD, 1899-1905. 1 vol.

Affidavits drawn by the State of Indiana for signatures of land owners willing to set aside certain portions of their property to be included in a forest reserve, showing date, name of land owner, description and location of property, and number of acres apportioned. Indexed alph. by names of owners. Hdw. 296 pp. 16 x 11 x 1 1/2. Aud. vt.

396. FOREST RESERVES, 1921-25. In Tax Papers, entry 33.

Notices to auditor from the Division of Forestry of the State Department of Conservation that specified owners of land in Cass County are eligible to class certain portions of their land as forest reserve, and are eligible to receive a reduction in their tax assessments, showing date of notification, name and address of owner, description and location of land, assessment request or change, and signature of assistant state forester.

397. RECORD OF LIQUOR LICENSE, 1899-1917. 1 vol.

Record of liquor licenses issued for sale of alcoholic liquors, showing name and business location of applicant, dates granted and issued, and term of license. Arr. chron. Hdw. 325 pp. 16 x 11 x 1 $\frac{1}{4}$. W. stg. rm., bsmt.

398. STATEMENT OF AGRICULTURAL PRODUCTS, 1855. 1 vol.

Statistical report of agricultural products and crops, showing name of owner, list of products, and total value. Indexed alph. by names of owners. Hdw. 300 pp. 17 x 12 x 1 $\frac{3}{4}$. W. stg. rm., bsmt.

XVI. REGISTRATION OFFICER

The registration officer of Cass County is the clerk of the circuit court, ex officio, by authority of an act of 1933. 1/

The Constitution of 1851 prescribed the qualifications of voters 2/ and an amendment of 1881 enjoined the general assembly to provide for the registration of all persons entitled to vote. 3/ Various laws for registration have been enacted: An act of 1867, establishing a township board of registry 4/ was repealed in 1869; 5/ acts of 1889 6/ and 1891, 7/ providing for registration in the office of the clerk of the circuit court, were declared unconstitutional in 1890 8/ and 1896, 9/ respectively; an act of 1911, providing for a precinct registration board, 10/ was repealed in 1917; 11/ an act of 1917, creating a board of registration commissioners, generally called the registration board, consisting of the clerk of the circuit court and two qualified electors appointed by him, one from each of the major political parties, 12/ was abolished in 1919 13/ and succeeded by precinct boards established by an act of that year; 14/ an act of 1925, created a registration board, consisting of the auditor and a person of opposite political faith, appointed by him. 15/ In 1927 all preceding acts from 1919 were repealed. 16/ The present system was established by the act of 1933, amended in 1935. 17/

The registration officer has full charge and control of the registration of the voters and provides all the necessary books and supplies for the registering of voters. 18/

Records compiled under the early laws outlined above are in the custody of the officer charged with their care, either the auditor or the clerk. Current records are in the office of the clerk of the circuit court as ex-officio registration officer. 19/

All the records are located in the courthouse.

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- 1/ Acts 1933, 1935; Burns, 1937 suppl., 29-306; Baldwin, 1935 suppl., 7304.
 - 2/ Const., art. 2, sec. 2.
 - 3/ Const., art. 2, sec. 14.
 - 4/ Acts 1867, ch. 51, sec. 2.
 - 5/ Acts 1869 (Spc. Sess.), ch. 31, sec. 1.
 - 6/ Acts 1889, ch. 87, sec. 13.
 - 7/ Acts 1891, ch. 144, sec. 1.
 - 8/ 125 Ind. 281.
 - 9/ 144 Ind. 423.
 - 10/ Acts 1911, ch. 150, sec. 3.
 - 11/ Acts 1917, ch. 139, sec. 47.
 - 12/ Ibid., sec. 4.
 - 13/ Acts 1919, ch. 150, sec. 1.
 - 14/ Ibid., ch. 186, sec. 4.
 - 15/ Acts 1925, ch. 138, sec. 1.
 - 16/ Acts 1927, ch. 195, sec. 1.
 - 17/ Acts 1933, 1935; Burns, 1937 suppl., 29-306; Baldwin, 1935 suppl., 7304.
 - 18/ Acts 1933; Burns 29-309; Baldwin 7307.
 - 19/ Acts 1933; Burns 29-315, 29-316; Baldwin 7313, 7314.

399. RECORD OF ABSENT VOTERS, 1922---. 4 vols.

Record of voters given ballot service, because of absence from home on election day, showing name and address of absentee, date of mailing ballot, dates received by voters, and date of return. Arr. alph. by names of absentees. Hdw. 100 pp. 17 x 14 x 1. Clk. vt.

400. REGISTRATION APPLICATIONS, 1922-24. 1 box.

Original applications of native born voters for registration, showing date, name, sex, age, residence and place of birth of applicant, ^{and} signatures of applicant and two voters. No index. ^{Condition} Very poor. 16 x 18 x 30. E. stg. rm. bsmt.

401. REGISTER OF NOTICE OF INTENTION TO HOLD RESIDENCE,
1889-1905. 1 vol.

Record showing intention of citizens to have residence definitely established in ward and precinct named, showing date of notice, name of elector, age, residence, township, ward and precinct, and street number. Arr. alph. by names of electors. Hdw. 360 pp. 16 x 11 x 2. Clk. vt.

402. REGISTER OF NOTICE TO BECOME A VOTER, 1890-92. 1 vol. Record of notices filed with clerk to become an elector, showing name, age and address of elector; street number; precinct; ward; and township. Arr. alph. by names of electors. Hdw. 360 pp. 16 x 11 x 2. Clk. vt.

403. MISCELLANEOUS ELECTION PAPERS, 1890-1904. 1 file box. Certificates of nomination and notices of voters. Contains: Notice of Intention to Become a Qualified Voter, entry 403; Certificates of Nomination, entry 409. No index. 10 x 5 x 14. Clk. vt.

404. NOTICE OF INTENTION TO BECOME A QUALIFIED VOTER,
1890-92. In Miscellaneous Election Papers, entry 403. Original notices filed by citizens to become qualified voters, showing name, address, street number, precinct, ward and township, age, address at last election; signature of voter, date, and signature of clerk.

XVII. BOARD OF PRIMARY ELECTION COMMISSIONERS

The board of primary election commissioners of Cass County was established by an act of 1915. The board consists of the clerk of the circuit court, and two persons appointed by him, one from each of the major political parties, nominated by the respective chairman of the county committees of the parties. The primary election commissioners serve as election commissioners at the election for which nominations by the primary are made. 1/

The board prepares and distributes the primary ballots and supervises primary elections for the nomination of candidates for judicial, legislative, county, township, and city offices, and for the election of party officers and delegates. 2/

Record of primary election matters are filed in the office of the clerk of the circuit court (a member of the board of primary election commissioners) for preservation as provided by statute. 3/

All the records are located in the courthouse.

1/ Acts 1915, 1917; Burns 29-504; Baldwin 7197.

2/ Acts 1915; Burns 29-501; Baldwin 7187. Acts 1915, 1917; Burns 29-504; Baldwin 7190. Acts 1915, 1937; Burns, 1937 suppl., 29-515; Baldwin, 1937 suppl., 7201. Acts 1933; Burns 29-1807; Baldwin 11639.

3/ Acts 1889; Burns 29-1009; Baldwin 7113. Acts 1911, 1913, 1915; Burns 29-2508; Baldwin 7445. Acts 1911; Burns 29-2510; Baldwin 7447.

Board of Primary Election Commkssioners

405. ELECTION RECORD, 1890---. 3 vols. (1-2, 2).

Primary and General Election records and Election Returns. Contains:
Election Record, Primary, entry 406; Election Returns, entry 412;
Election Record, General, entry 414. No index. Hdw. 500 pp.
18 x 13 x 2. Clk. vt.

406. ELECTION RECORD, PRIMARY, 1916---. In Election Record,
entry 405.

Record of the results of primary elections in Cass County, showing
date of election, names of candidates, and number of votes cast
for each by precincts, and total votes cast.

407. ELECTION EXPENSE ACCOUNTS, 1913-22. 4 file boxes.
Expense accounts of candidates for county office. Contains:
Election Expense Accounts, Primary, entry 408; Election Expense
Accounts, General, entry 415. No index. 10 x 5 x 14. Clk. vt.

408. ELECTION EXPENSE ACCOUNTS, PRIMARY, 1916-22. In
Election Expense Account, entry 407.

Election expense accounts of candidates for office, showing date
of election, names of candidates and office, total campaign
expense, and signature of candidate.

409. CERTIFICATES OF NOMINATION, 1892-1904. In Miscellaneous
Election Papers, entry 403.

Certificates of nominations, showing county, date of convention
or nomination meeting, ^{and} name of party, ~~names~~ of presiding officer,
and secretary.

Board of Primary Election Commissioners

410. APPOINTMENTS OF ELECTION INSPECTORS, 1928--. 1 file box.

Certificates of Election Inspector Appointments. Contains:

Election Inspectors Appointments, Primary, entry 411; Election

Inspectors Appointments, General, entry 416. No index. 15 x 11 x 5.

Aud. vt.

411. [ELECTION INSPECTORS APPOINTMENTS, PRIMARY], 1916--.

In Appointments of Election Inspectors, entry 410.

Certificates affirming appointments of election inspectors,

showing date, name of appointee, territory or location assigned,

inspector's oath, affirmation, and seal of Auditor.

XVIII. BOARD OF CANVASSERS

The board of canvassers of Cass County, consisting of the election commissioners, was established by an act of 1905. 1/ The members are the clerk of the circuit court, and two persons appointed by him, one from each of the major political parties, nominated by the respective chairman of the county committees of the parties. 2/ The board elects its own chairman and its clerk is the clerk of the circuit court. 3/

Prior to 1905, the board of canvassers, as first established under the authority of the revised statutes of 1852, consisted of all the precinct inspectors of election of the county. 4/

The members of the board are required to assemble at six o'clock, p.m., on the day of each election to canvass and estimate the certificates, poll lists, and tally papers returned by the election inspectors; 5/ to tabulate therefrom the votes of the county; 6/ and to declare in a certified statement the candidates elected in the county. 7/

Such certificates, together with a statement of all votes tabulated, canvass sheets, poll books, and tally papers, are delivered to the clerk of the circuit court and filed and preserved by him in his office, open to the inspection of any legal voter. 8/

All the records are located in the courthouse.

1/ Acts 1905, 1927; Burns 29-1401; Baldwin 7377.

2/ Acts 1889; Burns 29-1002; Baldwin 7109.

3/ Acts 1905; Burns 29-1402; Baldwin 7378.

- 4/ 1 Rev. Stat. 1852, ch. 31, sec. 32.
- 5/ Acts 1905, 1927; Burns 29-1401; Baldwin 7377.
- 6/ Acts 1905; Burns 29-1404; Baldwin 7380.
- 7/ Acts 1905; Burns 29-1405; Baldwin 7381.
- 8/ Acts 1905; Burns 29-1404; Baldwin 7380.

412. ELECTION RETURNS, 1906--. In Election Record, entry 405.
Record of results of elections in Cass County, showing date of election, name of candidate, number of votes cast for each by precinct, and total.

413. ELECTION RETURNS, 1913-14. 1 file box (176).
Record of poll tallies in primary and general elections, showing date of election, number of votes cast in each precinct, and total number of electors. No index. 10 x 5 x 14. Clk. vt.

XIX. BOARD OF ELECTION COMMISSIONERS

The board of election commissioners of Cass County was established by an act of 1889. The board consists of the clerk of the circuit court, and two persons appointed by him, one from each of the major political parties, nominated by the respective chairmen of the county committees of the parties. 1/ The primary election commissioners, since 1915, serve as the election commissioners at general elections. 2/ The board of election commissioners, since 1905, constitutes the board of canvassers. 3/

The board supervises general elections and prints and distributes ballots for the election of county officers. The ballots are prepared in accordance with petitions for placing candidates' names on the ballot and with certificates of nomination by convention or primary election, as filed with the clerk of the circuit court. 4/

Records of all general elections are filed in the office of the clerk of the circuit court (a member of the board of election commissioners) for preservation as provided by statute. 5/

All the records are located in the courthouse.

1/ Acts 1889; Burns 29-1002; Baldwin 7109.

2/ Acts 1915, 1917; Burns 29-504; Baldwin 7197.

3/ Acts 1905; Burns 29-1401; Baldwin 7377.

4/ Acts 1889; Burns 29-1002; Baldwin 7109. Acts 1899, 1933; Burns 29-1003; Baldwin 7110.

5/ Acts 1889; Burns 29-1009; Baldwin 7113. Acts 1911, 1913, 1915; Burns 29-2508; Baldwin 7445. Acts 1911; Burns 29-2510; Baldwin 7447.

414. ELECTION RECORD, GENERAL, 1890--. In Election Record, entry 405.

Record of results of general elections in county, showing date of election, name of candidate, number of votes cast for each by precinct, and total votes cast.

415. ELECTION EXPENSE ACCOUNTS, GENERAL, 1913-22.

In Election Expense Accounts, entry 407.

Election expense statements of candidates for public office, showing date of election, names of candidates and office, total campaign expense, and signature of candidate.

416. ELECTION INSPECTOR APPOINTMENTS, GENERAL, 1928--.

In Appointment of Election Inspectors, entry 410.

Certificates affirming appointment of election inspectors, showing date of certificate, name of inspector appointed, location assigned, oath of inspector, affirmation, and seal of auditor.

XX. BOARD OF EDUCATION

The board of education of Cass County, under the authority of an act of 1877, consists of the county superintendent of schools, the township trustees, and the chairman of school trustees of each city and town of the county. The majority of the members constitutes a quorum, and the superintendent of schools presides at its meetings and has a vote on all questions. 1/

The board was first established by an act of 1873 with the same membership except that all the school trustees of each town and township of the county were members. 2/

The board meets semiannually on the first day of May and September to consider the general needs of the schools and to provide for the maintenance of school property and purchase of furniture, books, maps, charts, and other supplies. 3/ It may purchase textbooks from publishers and sell them to pupils at cost 4/ or rent them to pupils at not to exceed twenty-five per cent of the retail price. 5/

1/ Acts 1873, 1877; Burns 28-801; Baldwin 5983.

2/ Acts 1873, ch. 25, sec. 8.

3/ Acts 1873, 1877; Burns 28-801; Baldwin 5983.

4/ Acts 1921; Burns 28-614; Baldwin 6692.

5/ Acts 1935; Burns, 1937 suppl., 28-638; Baldwin, 1935 suppl., 6692-1.

No records could be found.

XXI. SUPERINTENDENT OF SCHOOLS

The superintendent of schools of Cass County is elected by the township trustees for a four-year term, under the authority of an act of 1899 and later amendmonts, which increased his powers as originally defined in an act of 1873. 1/ No person is eligible to the office of superintendent of schools who has not had five years' successful experience as a teacher and who does not hold a first or second grade superintendent's license. 2/ The superintendent must execute a bond of five thousand dollars, approved by the auditor. 3/

Prior to 1899, the board of commissioners, ⁴by an act of 1853, appointed one to three school examiners for the county; 4/ by an act of 1861, one school examiner. 5/ The title of school examiner was changed to superintendent of schools and the power of appointment was transferred to the township trustees, by an act of 1873. 6/

The superintendent exercises general supervision of the schools outside of incorporated cities and towns of Cass County. 7/ His duties are to visit the schools in session for the purpose of increasing their usefulness and raising their standards as uniformly as practicable; 8/ to conduct county teachers' institutes 9/ and conduct and preside over township institutes; 10/ to report as to teachers' preparation, experience, and license before they are employed; 11/ to compile the enumeration of pupils of the county 12/ and from such returns make out the apportionment of the school revenues; 13/ and to carry out the

orders of the state board of education and the state superintendent of public instruction. 14/ He is ex-officio member of the county board of education and presides at its meetings. 15/

The superintendent keeps a record of minutes of his proceedings 16/ and a complete record of licenses held by all regular school teachers, date of employment, and their success grades. 17/

All the records are located in the courthouse.

1/ Acts 1873, ch. 25, secs. 3-4, 6-8. Acts 1899, 1911, 1913; Burns 28-702; Baldwin 5931.

2/ Acts 1935; Burns, 1937 suppl., 28-701; Baldwin, 1935 suppl., 5933-1.

3/ Acts 1899, 1911, 1913; Burns 28-702; Baldwin 5931.

4/ Acts 1853, ch. 106, sec. 6.

5/ Acts 1861, ch. 41, sec. 32.

6/ Acts 1873, ch. 25, sec. 2.

7/ Acts 1873; Burns 28-1401; Baldwin 5973. Acts 1899; Burns 28-705; Baldwin 5940.

8/ Acts 1899; Burns 28-704; Baldwin 5938.

9/ Acts 1907, 1929, 1933; Burns 28-4402; Baldwin 6725.

10/ Acts 1899; Burns 28-706; Baldwin 5942.

11/ Acts 1927, 1933; Burns 28-4309; Baldwin 6005.

12/ Acts 1865, 1873, 1895; Burns 28-702; Baldwin 5948.

13/ Acts 1865; Burns 28-715; Baldwin 5949.

14/ Acts 1899; Burns 28-704; Baldwin 5938.

15/ Acts 1873, 1877; Burns 28-801; Baldwin 5983.

16/ Acts 1915; Baldwin 5945.

17/ Acts 1923; Burns 28-4217; Baldwin 5928.

Activities and Reports

417. COUNTY SUPERINTENDENT'S REPORT, 1874--. 4 vols. (1-4).

County school superintendent's report to board of education, showing enumeration of pupils, school attendance by grades and schools, teachers' qualifications and salaries, teachers' institutes held and results, school funds and source, expenditures for school supplies and incidentals, total cost of school operations, cost per pupil, value of apparatus, books, school buildings, and

grounds. Arr. ohron. Hdw. 358 pp. 10 x 14 x $1\frac{1}{2}$. Supt. off.

418. SCHOOL EXAMINERS' RECORD, 1870-99. 1 vol.

Record of school examiners reports, showing enumeration of pupils; ~~and~~ school attendance by grades; names ~~and~~ qualifications of teachers, ~~and~~ salaries paid; condition and value of school property, buildings, furniture, equipment and libraries; and record of teachers' examinations, and results. Indexed alph. by names of twps., and thereunder by names of teachers. Hdw. 360 pp. 18 x 12 x $1\frac{1}{2}$. Supt. off.

419. [ANNUAL SCHOOL REPORT], 1936---. 1 file box.

Annual school report, showing names of full time, special, and part time, teachers; supervising and instruction staffs; distribution of qualified teachers among schools; promotions and graduations; program of studies; schedule of classes; and furnishings and equipment. No index. 10 x 12 x 24. Supt. off.

Enumerations

420. [ENUMERATION OF CHILDREN], 1927---. 2 file boxes.

Enumeration of minors between the ages of 6 and 21 years, showing name of city, number of minors, loss or gain over previous year, total number attending schools, regularly employed, or unemployed, and physical disabilities. No index. 1 file box, 15 x 11 x 5; 1 file box, 24 x 12 x $4\frac{1}{2}$. 1 file box, 1928-31, Aud. off.; 1 file box, 1927---, Supt. off.

Teachers

421. [SCHOOL PAPERS], 1936--. 1 file box.

Attendance reports and applications to teach. Contains: Teachers' Applications, entry 422; Teachers' Licenses, entry 423; Aggregate Attendance Reports, entry 427. No index. 10 x 12 x 24. Supt. off.

422. TEACHERS' APPLICATIONS, 1936--. In [School Papers], entry 421.

Teacher's applications, showing kind of position desired; personal qualifications; date of graduation; college attended; kind, grade, and term of teaching license; teaching experience; subjects and grades preferred; salary expected; date of application; and signature and address of applicant.

423. [TEACHER'S LICENSES], 1936--. In [School Papers], entry 421.

Teachers' licenses, showing name, address, kind of certificate, grade, subjects, training, experience, and salary.

424. RECORD OF TEACHERS' EXAMINATIONS, 1882-1926. 4 vols. Record showing date of examination; name, address, and age of applicant; terms taught; date and place of last county institute attended; and elementary or high school grade taught. Indexed alph. by names of teachers. Hdw. 370 pp. 13 x 15 x 2. Supt. off.

425. [SUCCESS SCHEDULES], 1936. 7 file boxes.

Success schedules of grade and high school teachers, showing rating in personality, preparation, teaching ability, and management; success in teaching; professional co-operation; extension work; and total score. No index. 10 x 12 x 24. Supt. off.

426. TEACHERS' INSTITUTE RECORD, 1911-21. 1 vol.

Record of teacher's institutes, showing number of session; date; roll call; teacher's license grade; names of teacher, school, and instructors; minutes of business transacted; financial report of receipts and disbursements; and balance. No index. Hdw. 300 pp. 14 x 9 x 3/4. Supt. off.

Pupils427. AGGREGATE ATTENDANCE REPORTS, 1936--. In School Papers, entry 421.

Attendance reports of pupils in all schools in county, showing names of schools and teachers; name, grades, and attendance record of pupil; monthly average total; names of children moved out of or in to school district; report by attendance officer; and per cent of attendance of non-resident pupils.

428. HIGH SCHOOL CREDITS, 1927--. 1 file box.

Permanent record of attendance and grades, showing name and residence of pupil; name of school; date of entry; vaccination record; place and date of birth; name, address, and occupation of father or guardian, pupils' future educational plans; attendance data; subject studied; credits received; graduation date; and total credits required. Indexed alph. by names of scholars. 10 x 12 x 24. Supt. off.

429. RECORD OF GRADUATES OF THE TOWNSHIP, COMMON, AND
HIGH SCHOOLS, 1895-1923. 1 vol.

Brief success record of all school graduates in county, showing
school unit, name and address of graduate, and average grade.

Arr. alph. by names of graduates, and thereunder by names of
twps. and towns. Hdw. 150 pp. 14 x 8 x 1. Supt. off.

XXII. HEALTH COMMISSIONER

The health commissioner of Cass County is elected by the board of commissioners for a four-year term, under the authority of an act of 1909. 1/ He must be a licensed physician, well informed in sanitary science and hygiene, and skilled in the preventive management of infectious and contagious diseases. He is required to pass an examination in hygiene and sanitary science, prescribed by the state board of health, 2/ and to give bond in the amount that the board of commissioners determines. 3/

From 1881 to 1909 the board of commissioners constituted ex officio the county board of health and elected annually a secretary, who was a physician and served as health officer. 4/ An act of 1891 enlarged the duties of the board and its secretary was its executive officer. 5/ The act of 1909 abolished the board of health.

The health commissioner enforces the health laws of the state and the rules and regulations of the state board of health, 6/ oversees inspection of food and drugs, 7/ condemns buildings unfit for human habitation, 8/ and issues burial permits. 9/ He makes inspections of all public buildings and institutions and of private property; investigates the presence, source, and cause of disease, and establishes quarantine; if necessary, closes schools and churches and forbids public gatherings in order to prevent epidemics; and protects the public health in all reasonable and necessary ways. He makes monthly reports of his work to the state board of health. 10/

The health commissioner collects, records, and reports the vital statistics of the county, and keeps full and permanent records of the public health work and of his reports. 11/

(An act of 1935, effective January 1, 1938, changes the title of health commissioner to health officer and augments his duties and powers.) 12/

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- 1/ Acts 1891, 1909; Burns 35-108; Baldwin 8402.
 - 2/ Acts 1891, 1909; Burns 31-110; Baldwin 8404.
 - 3/ Acts 1891, 1909; Burns 35-108; Baldwin 8402.
 - 4/ Rev. Stat. 1881, sec. 4993.
 - 5/ Acts 1891, ch. 15, sec. 8.
 - 6/ Acts 1891, 1909; Burns 35-111; Baldwin 8405.
 - 7/ Acts 1907; Burns 35-1207; Baldwin 8476.
 - 8/ Acts 1917; Burns 35-1801; Baldwin 8563.
 - 9/ Acts 1907, 1913; Burns 35-115; Baldwin 8398.
 - 10/ Acts 1891, 1909; Burns 35-111; Baldwin 8405.
 - 11/ Ibid. Acts 1891, 1909; Burns 35-108; Baldwin 8402.
 - 12/ Acts 1935; Burns, 1937 suppl., 35-118 to 35-129; Baldwin, 1935 suppl., 8404-1 to 8404-12.

Vital Statistics

430. RECORD OF BIRTHS AND DEATHS, 1897--. 13 vols.

1902-7, missing.

Record of births, showing date of birth; name and sex of child; names, ages, occupation, and nationality of parents; number of children; and name and address of accoucheur; record of deaths, showing name, cause and date of death, age, sex, color, marital status, and former residence of deceased; and name of attending physician. Arr. chron. Hdw. 600 pp.
16 x 12 x 2. Hlth. Offr. off.

431. MARRIAGE RECORD, 1903--. 7 vols. 1915-33, missing.

Title varies: Record of Marriages, Board of Health.

Statistical record of persons applying for marriage licenses, showing name, color, age, date and place of birth, and occupation of applicant; names of parents and witnesses; family history; date of marriage; and name of person performing marriage rite.

Indexed alph. by names of grooms. Hdw. 212 pp. 16 x 10 x 1 $\frac{1}{4}$.

1934--, Hlth. Offr. off., E. A. Spohn's residence, Walton, Ind.;

1903-6, Jan. 2, 1909-Sept. 1, 1915, Clk. vt.

For other marriage records, see entries 40-42.

432. TRANSCRIPT OF DEATH RETURNS, 1884-1907. 8 vols.

Title varies: Record of Death Returns; Transcript of Records of Deaths.

Record of death returns, showing name; date and place of death; age, race, former occupation, and family history of deceased; and name of undertaker. Indexed alph. by names of deceased.

Hdw. 250 pp. 18 x 12 x 1 $\frac{1}{2}$. 1 vol., Jan. 1, 1903-Sept. 30, 1904, bsmt. stg. rm.; 7 vols., 1884-Aug. 30, 1907, Clk. vt.

433. [SCHOOL RECORDS], 1929--. 1 file box.

Reports on the physical conditions of school children, showing name, age, address, and condition of health of child; date vaccinated; and family history. Arr. by twps., and thereunder by names of schools. 13 x 11 x 23. Nurse's off.

434. CLINIC RECORDS, 1926---. 1 file box.

Nurses' visiting records, showing name, age, and residence of patient; date; name of physician; tuberculosis contact history; present illness; physical examination; and name of examiner.

No index. 13 x 11 x 23. Nurse's off.

435. CASE HISTORIES, TUBERCULOSIS, 1919--. 1 file box.

Report cards on active and arrested cases of tuberculosis, showing name, address, and color of patient; family history; status of health; occupation; co-operation; daily milk consumption; home equipment, and other aid agencies. Arr. alph. by names of patients. 6 x 9 x 15. Nurse's off.

436. NURSES' MONTHLY REPORTS, 1926--. 1 file box.

Monthly reports to Indiana State Board of Health of public health nursing service, showing name of nurse, and county, date, districts covered, headquarters address, analysis of work done in schools, educational work, immunization and communicable disease work, analyzing patients, and work with clubs and societies. Arr. chron. 11 3/4 x 11 x 2 3/4. Nurse's off.

XXIII. DEPARTMENT OF PUBLIC WELFARE

The department of public welfare of Cass County, created by the legislature in 1936, is administered by a board of public welfare. 1/ The department may sue or be sued in its own name. 2/

Previous to the creation of the department of public welfare, an old-age pension system was administered by the board of commissioners, under an act of 1933, 3/ and child welfare, by the board of children's guardians, under an act of 1901. 4/ These duties, together with the right of advisory inspection of public institutions formerly belonging to the board of charities and corrections, under an act of 1899, 5/ were consolidated in the new department. 6/

The board of public welfare consists of five persons having a recognized interest in and knowledge of the problems of public welfare, who must be residents of the county for two years prior to appointment. The members are appointed by the judge of the circuit court; at least two must be women and not more than three may be adherents of any one political party. The terms of the first appointees are: One for one year, two for two years, and two for four years; and thereafter the terms are four years. The board holds a regular meeting once a month, the August meeting to be known as the annual meeting, and it may hold other meetings pursuant to call. 7/ Its duties are to appoint the director of public welfare who is the executive and administrative officer of the department and serves as secretary of the board; 8/ to

receive and administer gifts and bequests of personal property and income from real estate for the benefit of children under its supervision or of any home or institution caring for neglected or dependent children under its supervision; to invest any funds so received by it, such investments being kept in a special fund and not commingled with funds received from taxation; 9/ and to adopt an annual budget for the department for consideration by the county council. 10/

The director of public welfare must give bond not to exceed five thousand dollars, approved by the judge of the circuit court and filed in the office of the clerk. 11/ He appoints with the approval of the board, all assistants in the department from eligible lists established by the state department, and fixes their salary. 12/ As executive officer of the department, he exercises all the rights, powers, and duties conferred by law on the department under the rules, regulations, and orders of the state and county boards, 13/ and compiles the annual budget for submission to the board. 14/ The director of public welfare performs the functions of probation officer or agent of the court in welfare matters under the supervision of any court having jurisdiction. 15/

The department of public welfare is charged with the administration of assistance to dependent children in their own homes; old-age assistance; services and assistance to persons otherwise handicapped; the care and treatment of dependent, neglected, and handicapped children; children in danger of

becoming delinquent; and such other welfare activities as are delegated to it by the state department including services connected with assistance to the blind. The department makes reports to the state department as directed by the latter. 16/ The department also administers provisions and benefits of the Federal "Social Security Act" of August 14, 1935. 17/

All expenditures for assistance and administration of the department are paid from the county welfare fund raised by a separate tax levy, 18/ to which are added such repayments as may be made under legal liability by recipients, their parents, children, or other persons liable for their support. 19/ The county receives reimbursement of certain proportions of its expenditures from the state, and a part of any Federal funds granted to the state, 20/ to be paid into the county welfare fund. All the claims for administrative expenses are subject to allowance by the board of commissioners. Claims for assistance are not so subject but are determined by the department and approved by the director. 21/

The auditor keeps the records relating to the county welfare fund and other financial transactions. 22/ The department keeps such records and accounts relating to assistance as the state department prescribes. 23/ All records, except applications for assistance, awards and modification and revocation of awards, are confidential. 24/

All the records are located in the courthouse.

- 1/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1117; Baldwin, 1937 suppl., 14078-18.
- 2/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1122; Baldwin, 1937 suppl., 14078-23.
- 3/ Acts 1933, ch. 36, sec. 2.
- 4/ Acts 1901, ch. 173, secs. 1-2, 5.
- 5/ Acts 1899, ch. 34, secs. 1, 3.
- 6/ Acts 1936 (Spc. Sess.), 1937; Burns, 1937 suppl., 52-1121; Baldwin, 1937 suppl., 14078-22. Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1410; Baldwin, 1937 suppl., 14078-122.
- 7/ Acts 1936 (Spc. Sess.), 1937; Burns, 1937 suppl., 52-1118; Baldwin, 1937 suppl., 14078-19.
- 8/ Acts 1936 (Spc. Sess.), 1937; Burns, 1937 suppl., 52-1119; Baldwin, 1937 suppl., 14078-20.
- 9/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1122; Baldwin, 1937 suppl., 14078-23.
- 10/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1302; Baldwin, 1937 suppl., 14078-99.
- 11/ Acts 1936 (Spc. Sess.), 1937; Burns, 1937 suppl., 52-1119; Baldwin, 1937 suppl., 14078-20.
- 12/ Acts 1936 (Spc. Sess.), 1937; Burns, 1937 suppl., 52-1123; Baldwin, 1937 suppl., 14078-24.
- 13/ Acts 1936 (Spc. Sess.), 1937; Burns, 1937 suppl., 52-1126; Baldwin, 1937 suppl., 14078-27.
- 14/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1302; Baldwin, 1937 suppl., 14078-99.
- 15/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1120; Baldwin, 1937 suppl., 14078-21.
- 16/ Ibid.
- 17/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1113; Baldwin, 1937 suppl., 14078-14.
- 18/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1301; Baldwin, 1937 suppl., 14078-98.
- 19/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1263; Baldwin, 1937 suppl., 14078-94.
- 20/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1219; 52-1249, 52-1254; Baldwin, 1937 suppl., 14078-50, 14078-80, 14078-95. Acts 1936 (Spc. Sess.), 1937; Burns, 1937 suppl., 52-1124a; Baldwin, 1937 suppl., 14078-24a.
- 21/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1124; Baldwin, 1937 suppl., 14078-25.
- 22/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1401; Baldwin, 1937 suppl., 14078-113.
- 23/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1260; Baldwin, 1937 suppl., 14078-91.
- 24/ Acts 1936 (Spc. Sess.); Burns, 1937 suppl., 52-1262; Baldwin, 1937 suppl., 14078-93.

437. MINUTE BOOK WELFARE DEPT., 1936--. 1 vol.

Minutes of meetings of the welfare board, showing date and place of meeting, names of members present, business transacted, and action taken. Arr. chron. Typed. 300 pp. 14 x 9 x 1 $\frac{1}{2}$. Wfr. off.

438. REGISTER OF APPLICATIONS, 1936--. 1 vol.

Register of applications for aid for dependent children, and, blind and aged persons, showing date; code number; name and statement of applicant; and investigator's report, recommendation, and signature. No index. Typed. 75 pp. 15 x 9 x 3/4. Wfr. off.

439. FAMILY RECORD, 1936--. 1 file box.

Family record of persons receiving old age assistance, showing name, address, re-investigation, living arrangements, family history, resources, names of relations, plan, and recommendation. Indexed alph. by names of pensioners. 11 x 12 x 24. Comr. off.

440. RECOMMENDATIONS, COUNTY DIRECTOR OF PUBLIC WELFARE, 1936--.

1 vol.

Recommendations of director to county board of public welfare, showing serial, code, street, and application numbers; name of applicant; recommendation of director; action of board; date of notice; and signatures of director and board members. No index. Typed. 100 pp. 14 x 12 x 3/4. Wfr. off.

441. ASSISTANCE TO AGED PERSONS AND DEPENDENT CHILDREN,

1936--. 1 vol.

Record of assistance to dependent children and aged persons, showing name and address of applicant; application, serial, and

code numbers; award revoked or allowed; date, warrant number, and amount of assistance payments. No index. Typed. 300 pp. 14 x 9 x $\frac{1}{2}$. Wfr. off.

For other old age pension records, see entries 23 and 108.

442. RECORD OF CLAIMS FILED AND APPROVED AND WARRANTS ISSUED, 1936--. 1 vol.

Record of claims filed and approved, and warrants issued; showing dates, numbers, and amounts of claims and warrants; name of payee; nature of claim; and account debited. No index. Typed. 25 pp. 14 x 9 x 1. Wfr. off.

Probation Records

443. PROBATION REPORTS, 1903-5. 1 file box.

Probation reports, showing names of plaintiff and defendant, nature of charge, date of commitment, name of penal institution to which sentenced, family history, physical condition of defendant, and signature of probation officer. No index. 10 x 5 x 14. Clk. vt.

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XXIV. SURVEYOR

The surveyor is a constitutional officer, elected for a two-year term, without restriction on reelection. 1/ He must give bond in an amount fixed by the board of commissioners of not less than five thousand dollars. 2/

Prior to the Constitution of 1851, the surveyor was a statutory officer, appointed in Cass County at its organization in 1829, by the Governor, under the authority of an act of 1818, 3/ and by the board of commissioners by an act of 1831. 4/

The surveyor has charge, under the direction of the board of commissioners, of all surveying and civil engineering work of the county, including the preparation of plans and specifications for, and supervision of, the construction of all bridges, turnpikes, roads, and levees. 5/ He supervises the construction and maintenance of all ditches. 6/ He also has charge of the repair and maintenance of county highways, 7/ unless the board of commissioners employ a highway supervisor. The board of commissioners of Cass County has employed the surveyor as highway supervisor, as permitted by statute, 8/

For private parties, the surveyor takes acknowledgments of mortgages and deeds for the conveyance of real estate, 9/ and, upon request, makes surveys and establishes lines and corners of lands. 10/

The surveyor is required to preserve a copy of the original field-notes of the surveys of the townships in his county 11/ and a record of all surveys made by him. 12/

All the records are located in the courthouse.

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- 1/ Const., art. 6, sec. 2; 1 Rev. Stat. 1852; Burns 49-3301; Baldwin 5504.
 - 2/ Acts 1913; Burns 49-3302; Baldwin 5505.
 - 3/ Acts 1817-18, ch. 30, sec. 1.
 - 4/ Rev. Laws, 1831, ch. 102, sec. 1.
 - 5/ 1 Rev. Stat. 1852, Acts 1911; Burns 49-3309; Baldwin 5508.
 - 6/ Acts 1933; Burns 27-101; Baldwin 5737.
 - 7/ Acts 1933; Burns 36-1101, 36-1102; Baldwin 8699, 8700.
 - 8/ Acts 1933; Burns 36-1110; Baldwin 8708.
 - 9/ 1 Rev. Stat. 1852, Acts 1857; Burns 49-3317; Baldwin 5519.
 - 10/ 1 Rev. Stat. 1852, Acts 1875; Burns 49-3311; Baldwin 5509.
 - 11/ 1 Rev. Stat. 1852, Acts 1875; Burns 49-3311; Baldwin 5508.
 - 12/ 1 Rev. Stat. 1852, Acts 1875; Burns 49-3311; Baldwin 5509.

Surveys and Reports

444. SURVEYOR'S RECORD, Ditches and Roads, 1819-1907. 16 vols.

Record of assessments for construction and repairs of ditches and roads, showing date, name of ditch or road and property owner, dimensions, and description and location of property benefited.

Indexed alph. by names of landowners. Hdw. 580 pp. 18 x 14 x 2 $\frac{1}{2}$.

Hi. Sup. off.

445. SURVEYOR'S RECORD, Field Notes and Plats, 1819--. 15 vols.

Plats and field notes, showing boundaries and dimensions of townships,

sections, farms, and subdivisions. No index. Hdw. 475 pp. 16 x 11

x 2 $\frac{1}{2}$. 1 vol., Nov. 21, 1819-Feb. 5, 1934, Recr. vt.; 14 vols., 1819--, Sur. off.

446. SURVEYOR'S NOTES, 1894-1928. 163 vols.

Surveyor's road and ditch construction data as taken during surveys, showing land and bench marks, distance from point to point, contours, and level surveys. Arr. chron. Hdw. 150 pp. 7 x 5 x $\frac{1}{2}$. Sur. off.

447. ROAD INDEX, [Bridges], not dated. 1 file box.

Index to roads and bridges in surveyor's notes, showing name and value of road or bridge, and volume and page reference. Arr. alph. 5 x 3 x 17.

Sur. off.

448. DITCH RECORD, 1892-95. 1 vol.

Record of dimensions and locations of ditches, showing station, cut, top and bottom, width and depth, surface elevation, grade, and cubic yards. Indexed alph. by names of ditches. Hdw. 524 pp. 17 x 14 x 2 $\frac{1}{4}$.

Aud. vt.

449. DITCH INDEX, not dated. 1 file box.

Card index to ditches in surveyor's notes, showing name of ditch, and note book volume and page number. Arr. by names of ditches. 5 x 3 x 17.

Sur. off.

450. [DITCH AND ROAD PAPERS], 1934--. 3 file boxes.

Ditch allotments and profiles of roads and ditches. Contains:

Ditch and Road Profiles, entry 451; Allotments for Cleaning and Repairing, entry 453. No index. 3 x 42 x 31. Sur. off.

451. [DITCH AND ROAD PROFILES], 1934--. In [Ditch and Road Papers], entry 450.

Profile drawings of ditches and roads, showing contours of roads, and cross-sections of ditches on graphically ruled paper.

Construction, Plans, and Specifications

452. DITCH CLEANOUTS, [C.W.A. Projects], 1935-- . 2 vols.

Record of ditch cleaning in county done by C.W.A. labor, showing names of workers and projects, and costs. Arr. by names of twps.

Hdw. 100 pp. 7 x 4 x 3/4. Sur. off.

453. [ALLOTMENTS FOR CLEANING AND REPAIRING], 1934-- . In [Ditch and Road Papers], entry 450.

Surveyor's allotments for cleaning and repairing ditches in county, showing name of land owner, description, acreage, location of land benefited, allotment number, and length of ditch from station to station.

454. MISCELLANEOUS SURVEYOR'S RECORDS, 1914-31. 117 file boxes. Miscellaneous papers, showing petition of land owner for construction or repair work on roads, bridges, culverts, drains, and ditches; description and location of land affected; affidavits, and signatures of petitioners; and date. No index. 7 1/2 x 6 x 12. Hi. Sup. off.

Maps and Plats

455. [COPIES OF OFFICIAL PLATS], 1828-1892. 1 vol.

Complete copies of official plats, showing sections, townships, ranges, swamp lands, lakes, rivers, creeks, game reserves, and large estates; includes a diagram of an old lake bed in Cass County, and two lithographs dated 1828 and 1835. No index. Printed and hdw. 20 pp. 23 x 18 x 1/2. Sur. off.

456. MAPS AND MAP TRACINGS COUNTY AND T(O)W(NSHIP)S OF CASS,

1927-- . 60 maps.

Political and communications maps, showing county and township roads and highways, direct sources of ditches, and boundaries of lands, with names of owners. Drawn by Raymond Hyman and James Chase. Published at Logansport, Indiana. Black and white. No scale given. 32 x 26.

Sur. off.

457. BLUEPRINTS, 1927-- . 200 blueprints.

Blueprint plans showing dimensions and locations of ditches and drains.

Drawn by Raymond Hyman and James Chase. Published at Logansport,

Indiana. Blueprints. 4" to 1 mi. 24 x 25. Sur. off.

XXV. HIGHWAY SUPERVISOR

The highway supervisor of Cass County is appointed by the board of oommissioners under the authority of an act of 1933 and serves at the will of the board. The board may appoint the surveyor or any other person to the offioe; in the event they do not make such appointment, the duties are performed by the surveyor without additional compensation. In Cass County the board of oommissioners has appointed an extra officer to serve as highway supervisor. 1/

From 1879 to 1913 the board of commissioners was constituted by the legislature a board of turnpike directors for the management and control of county highways. 2/ This board was abolished by an act of 1913 and the office of superintendent of highways was oreated. This officer was appointed by the board of commissioners and placed in charge of highways. 3/ This offioe was abolished in 1933 4/ and the duties of the superintendent of highways transferred to the surveyor, 5/ unless the board of commissioners appoint a highway supervisor. 6/

The highway supervisor has general oharge of the repair and maintenance of county highways, bridges, and oulverts; 7/ maps all highways, dividing the roads into districts, giving each road a separate name or number and setting forth the length and character of each road and the kind and volume of traffio, for the purpose of uniform maintenance; 8/ exercises police power in the control of highways and may fix the limit of loads for any highway, bridge, or culvert; 9/ establishes standards for maintenance according to topography, nature and volume of traffio and the availability of

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repair materials; and makes a complete itemized estimate of the cost of repair and maintenance of highways, bridges, and culverts for the annual budget. 10/

The records of the highway supervisor are maps of the highway system made by him; 11/ reports of work in progress; 12/ monthly reports to the board of commissioners of all work done; and an annual report of his work with a complete statement of all expenditures under his supervision. 13/

All the records are located in the courthouse.

- 1/ Acts 1933; Burns 36-1110; Baldwin 8708.
- 2/ Acts 1879, ch. 115, sec. 1.
- 3/ Acts 1913, ch. 330, sec. 1.
- 4/ Acts 1933; Burns 36-1113.
- 5/ Acts 1933; Burns 36-1110; Baldwin 8708.
- 6/ Acts 1933; Burns 36-1101, 36-1102, 36-1110; Baldwin 8699, 8700, 8708.
- 7/ Ibid.
- 8/ Acts 1933; Burns 36-1109; Baldwin 8707.
- 9/ Acts 1933; Burns 36-1102; Baldwin 8700.
- 10/ Acts 1933; Burns 36-1103; Baldwin 8701.
- 11/ Acts 1933; Burns 36-1109; Baldwin 8707.
- 12/ Acts 1933; Burns 36-1106; Baldwin 8704.
- 13/ Acts 1933; Burns 36-1104; Baldwin 8702.

458. HIGHWAY SUPERINTENDENT'S APPROPRIATION LEDGER, 1935--.

1 vol.

Highway supervisor's ledger of disbursements from appropriated funds, showing date, name of payee, purpose, warrant number, monthly total in each fund, special road appropriation, right of way, operating expenses, cost of materials, current charges, insurance, and property bonds. Arr. by warrant nos. Hdw. 75 pp. 12 x 15 x 3/4.

459. LEDGER OF EXPENDITURES HIGHWAY SUPERINTENDENT,
1918-23. 4 vols. (6-9).

Highway superintendent's ledger of expenditures for upkeep of free gravel roads, showing date, names of employee and vendors, labor performed, materials purchased, total cost, district number, amount of repairs, location of project, nature of claims presented, total expenditure, and warrant and report numbers. Arr. by district nos. Hdw. 694 pp. 17 x 15 x 2 $\frac{1}{2}$. W. stg. rm. bsmt.

460. ASSISTANT COUNTY HIGHWAY SUPERVISOR'S CLAIMS, 1934--.
14 file boxes.

Assistant highway supervisor's claims presented for repairs of free gravel roads, showing date, name of payee, total hours of labor, rate, amount due each employee, total labor payroll, and affidavit of assistant superintendent for supplies. Arr. chron. 6 x 8 x 14. Hi. sup. off.

461. RECEIPTS FOR LABOR AND MATERIALS, 1930-32. 4 . 15.
1000 receipts.

Vouchers given by highway superintendent when paying for services, materials, and supplies; showing serial number, date, name of payee, labor or team hours, list of materials, and signature of assistant superintendent. No index. Condition fair. 6 x 4. W. stg. rm., bsmt.

462. TOWNSHIP WEEKLY REPORTS FOR FREE GRAVEL ROADS, 1934--.
3 file boxes.

Weekly reports on labor and team hours expended by townships during week on repair of free gravel roads, showing month, day,

names of laborers and teamsters, hours worked, and signature of assistant supervisor. Arr. chron. 2 boxes, 6 x 8 x 14; 1 box, 24 x 48 x 12. Hi. sup. off.

463. PROPERTY ROAD TAX RECEIPTS, 1917. 1 file box.

Receipts issued to farmers for road work performed, the credit for same to be deducted from their taxes, showing receipt number, date, amount, district number, name of taxpayer, year due, amount of tax, and signature of highway supervisor. No index. 16 x 18 x 24.

E. stg. rm., bsmt.

XXVI. AGRICULTURAL AGENT

The agricultural agent of Cass County is appointed by the director of agricultural extension service of Purdue University, subject to the approval of a state board, entitled county agricultural agent board, under the authority of an act of 1913, as amended in 1937. His qualifications are prescribed by the board, and his salary is paid from a state fund through Purdue University. 1/

The office of county agent, commonly called agricultural agent, was created in Cass County in 1918. This agent was appointed annually by Purdue University, subject to approval of the state and county boards of education, upon petition by residents of the county. The state paid part of his salary. 2/

The duties of the agricultural agent, under the supervision of Purdue University, are to cooperate with farmers' institutes, farmers' clubs, and other rural and civic organizations; to conduct practical farm demonstrations, boys' and girls' clubs and contest work, and other movements for the advancement of agricultural and country life; to give advice to farmers on practical farm problems; and to aid the superintendent of schools and the teachers of the county in giving practical education in agriculture and domestic science. 3/

The records of the agricultural agent consist of reports of his activities, to Purdue University, under its direction.

All the records are located in the agricultural agent's office in the courthouse.

and a number of other cases. In some instances the
 government has been successful in obtaining evidence
 which has been used to secure convictions. In other
 cases the government has been unable to obtain evidence
 which is necessary to secure convictions. In some
 cases the government has been successful in obtaining
 evidence which has been used to secure convictions.

It is the policy of the government to obtain evidence
 which is necessary to secure convictions. In some
 cases the government has been successful in obtaining
 evidence which has been used to secure convictions.
 In other cases the government has been unable to obtain
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- 1/ Acts 1913, 1923, 1927, 1937; Burns, 1937 suppl., 28-4911; Baldwin, 1937 suppl., 6457.
2/ Acts 1913, ch. 24, sec. 12.
3/ Acts 1913, 1923, 1927, 1937; Burns, 1937 suppl., 28-4911; Baldwin, 1937 suppl., 6457.

464. ANNUAL NARRATIVE REPORT, [Agriculture], 1930--. 1 file box.
Narrative report of agricultural agent to Purdue University, showing number of projects undertaken, attendance at meetings, demonstrations given, visits to farms, and general information as to results attained. Arr. chron. 11 x 13 x 27.

465. ANNUAL NARRATIVE REPORT, [Home Demonstration], 1931--.
1 file box.
Narrative report of home demonstration work accomplished by home demonstration department, showing home furnishings, food selection and preparation, child development, parental education, home management, and community activities. Arr. chron. 11 x 13 x 27.

466. [PROJECTS RECORDS], 1934--. 1 file box.
Reports of activities of the agricultural agent, showing instructions on administration, 4 H Clubs, cooperatives, agricultural economics, agricultural engineering, extension methods, shows and exhibits, animal husbandry, dairying, horses, poultry, sheep and swine, entomology, farm crops, forestry, rodents, game birds, soils, fertilizers, and weeds. Filed by title of projects. 11 x 13 x 27.

467. [CORRESPONDENCE], 1934--. 1 file box.
Correspondence relating to agricultural agent's official business and duties. Arr. chron. 11 x 13 x 27.

468. [4-H CLUB ACTIVITIES], 1930--. 1 file box.

4-H Club papers and membership lists, showing names of member, and parent's, residence, date of birth, school record, project and project record, club exhibits, total cash prizes awarded, and names of local leaders. Arr. alph. by names of members. 6 x 8 x 15.

469. 4-H CLUBS HOME ECONOMICS, 1935--. 2 file boxes.

Reports of 4-H Clubs on home economics, home furnishings, management, health, nutrition, and programs of activities. Arr. alph. by subject titles. 11 x 13 x 27.









